

**Moffat Library Board of Trustees**  
**Board Meeting Minutes**  
**6/9/22 at 7:00 PM**

PRESENT: Trustees: Dennis Barnett, Tanya Bray, Victoria Drake, Beth Fitzpatrick, Robert Borrebach, Luis Rivera, Jeanne Versweyveld, Jim Amend, John Stegenga

FOML President Mary Ann Marrero

Director: Carol McCrossen

Assistant to Director: Joanne Deluca

Absent: James Casazza

- I. Call to order:** 7:02pm
- II. Pledge of Allegiance:** Recited
- III. Friends Report** (M. Marrero)
  - Bag of Books sale will continue into July.
  - 6/24/22 9:00-10:00 - Annual Staff Appreciation Breakfast
  - Stop & Shop – Every bag bought for \$2.50, \$1.00 will go to FOML.
  - 8/27/22 – Summer Concert will be held at Vern Allen Park.
  - 10/19/22 – 7:00 Annual Business Meeting. 7:30, 7:30 pm – Speaker Program with Anthony Musso.
- IV. Disposition of Minutes** (B. Fitzpatrick) – 5/5/22. Motion made to accept Minutes by Luis Rivera, 2<sup>nd</sup> by Victoria Drake. Motion accepted 9-Yes, 0-No.
- V. Public Forum** (on Agenda Items only): Visitor- Vance Consalvo
- VI. Fiscal Officer’s Report** (L. Rivera): Board member are welcome to review monthly warrants and supporting documentation with

Maria. Contact Carol M. or Luis R. to make an appointment.

A. **MOTION # 1-060222** – Motion made by Luis Rivera to accept the Fiscal Officer’s Report for the period ending 5/31/22 as submitted, 2<sup>nd</sup> by Robert Borrebach. Motion accepted 9-0.

B. **MOTION # 2-060222** – Motion made by Luis Rivera to approve the **Operating Expenses** warrant for the period of **5/1/22-5/31/22** in the amount of **\$74,29.83**, 2<sup>nd</sup> by Jeanne Versweyveld. Motion accepted 9-0.

**VII. Director's Report (C. McCrossen)**

- Jim Amend was elected as Trustee.
- Community Survey will be open until end of July. 150 people have responded.
- Library is working on remote and in person meetings & programs.
- Suzanne Isaksen’s resume is attached to hire as part-time circulation clerk.
- Teenagers are being trained to participate in Summer Reading program to do activities with children, log reports on books, and receive community hours.
- Website will be updated by the Fall.
- Library traffic has increased, especially in the Teen Room after school. Library needs to hire additional staff to monitor Teen Room between the hours 2:00-7:00 Mon-Fri.

**VIII. Standing Committee Reports**

A. **Audit & Finance Committee Report (L. Rivera):** Justin is going to get back to us concerning processing engagement agreement.

B. **Personnel Committee Report (J. Casazza):** Committee will meet to analyze Carol’s request for ‘Cost of Living’ increase raises.

**C. Policies Committee Report (R. Borrebach): No Report**

**D. Capital Projects & Facilities Management Committee (J. Amend)**

- Report is expected after Steve Rowland & John, Building Inspector, met with Carol last week concerning Carriage House.
- Handicap Entrance & Large entrance doors swinging outwards as safety hazard seems to be the major concern. They are currently looking into different scenarios to correct the issue for the best handicap entrance.
- Bollenbach's agreement with us concerning parking spots. John from the village building department asked about a written agreement with Bollenbach that addresses the concern as to how the agreement will go forward in the event that Bollenbach sells his property to another individual. Carol will check with Jim Casazza and/or the library's attorney regarding this subject.
- Proposals for snow removal will be addressed.
- Getting estimates for leak in roof repair and slate damage.

**E. Nominating Committee – Luis Rivera**

Luis is going to be working with Carol and address term limits, meet with Officers and have slate by next Friday.

**IX. Unfinished Business**

**A. Trustee Bylaws – trustee term limits change**

- How are term limits documented in Bylaws. According to a memo from Rick Golden concerning the reasoning of term limits, Rick's informal opinion is terms beyond 2-year limits must be allowed. Tabled.

**B. 22-23 Board Officers slate – nominations: Tabled**

**X. New Business**

A. **MOTION:** To accept trustee Sue Anne Vogelsberg's resignation dated May 11, 2022 made by Luis Rivera, 2<sup>nd</sup> by Jim Amend. Motion accepted 9-0.

B. **Motion:** To approve the hire of Suzanne Isaksen as a part-time circulation clerk at a rate of \$14.00/hour made by Beth Fitzpatrick, 2<sup>nd</sup> by Victoria Drake. Motion approved 9-0.

**XI. Public Forum** (on non-agenda items only): None

**Adjournment:** Motion made by to adjourn meeting at 8:53pm by Jeanne Versweyveld, 2<sup>nd</sup> by Tanya Bray. Motion accepted 9-0.

Respectfully Submitted,  
Beth Fitzpatrick, Secretary  
Moffat Library Board of Trustees