

**Moffat Library Board of Trustees
Board Meeting Agenda
9/1/22 at 7:00 PM**

PRESENT: Trustees: Victoria Drake, Robert Borrebach, Luis Rivera, John Stegenga, Tanya Bray, Dennis Barnett, Beth Fitzpatrick, James Casazza
FOML Representative: Vance Consalvo
Director: Carol McCrossen
Assistant to Director: Joanne Deluca
Absent: Jeanne Versweyveld, Jim Amend

- I. Call to order 7:00pm**
- II. Pledge Of Allegiance**
- III. Friends Report (V. Consalvo)**
 - The Big Band Sound Concert: Saturday, August 27, 2022 from 5 to 7pm at Vern Allen Park went well. 75 in attendance.
 - Bag of Books Sale: September 18th noon to 3pm. Set up in meeting room the day before 12-4pm
 - Clothing Drive (clothing, shoes, linens and soft toys) drop off is Friday September 30th 3-5pm and Saturday October 1, 10am-12pm
 - Annual meeting October 19th Business meeting begins at 7pm and program 7:30pm. Anthony Musso will speak on his new book, “Mothball Fleet on the Hudson”.
- IV. Disposition of Minutes (T. Bray) – 8/8/22**

Motion to accept the minutes made by Beth Fitzpatrick, 2nd made by Vicki Drake
5-Yes 0-No 3-abstentions
Motion passed
- V. Fiscal Officer’s Report (J. Stegenga)**
 - A. **MOTION # 1-090122** – “To accept the Fiscal Officer’s Report for the period ending 8/31/22 as submitted” made by John Stegenga, 2nd by Vicki Drake
8-Yes 0-No
Motion passed
 - B. **MOTION # 2-090122** – “To approve the Operating Expenses warrant for the period of 8/1/22-8/31/22 in the amount of \$87,753.22.” made by John Stegenga 2nd by Beth Fitzpatrick
Motion passed
- VI. Director's Report (C. McCrossen)**

The Director discussed 3 new hires (see motions under New Business), as well as a few continuing issues including graffiti prompting new cameras, and the influx of youth and how to meet the challenges posed by them.
- VII. Standing Committee Reports**

- A. **Audit & Finance Committee Report** (J. Stegenga)
John is meeting with Carol on a monthly basis to continue to become acquainted with the finances.
- B. **Personnel Committee Report** (J. Casazza)
Jim requested an Executive Session at the end of the meeting on behalf of the Personnel Committee.
- C. **Policies Committee Report** (R. Borrebach)
New Policies discussed under New Business
- D. **Capital Projects & Facilities Management Committee** (J. Amend)
No Report

VIII. Unfinished Business

- A. **Standing Committees – membership review & reorg**
Luis reviewed committee members from each committee after changes in Board membership. Membership as follows:
Finance: John Stegenga (Chair), Dennis Barnett, J. Casazza
Personnel: Beth Fitzpatrick (Chair), Victoria Drake, J. Casazza
Policies: Bob Borrebach (Chair), Tanya Bray, Victoria Drake
Capital Projects: Jim A (Chair), J. Casazza, John Stegenga
Nominating Committee: Dennis Barnett (Chair) Beth Fitzpatrick, Victoria Drake

IX. New Business

- A. **MOTION:** To hire Patrick Shannon as full-time library clerk at a rate of \$14.00/hour.
- B. **MOTION:** To hire Miranda Hochberg as full-time Teen Room Librarian at a rate of \$22.50/hour.
- C. **MOTION:** To hire Teresa Ferguson as a part-time Librarian at a rate of \$22/hour.

Motion was made by Jim Casazza to accept hiring motions as specified, Dennis 2nd
8-Yes 0-No Motion passed
- D. **MOTION:** To accept, with great regret, the resignation of Jeanne Versweyveld dated 8/31/2022 made by Jim Casazza. 2nd Dennis Barnett 8-Yes 0-No Motion passes
- E. New Notary Policy – draft & discussion
Motion was made by Robert Borrebach to accept new Notary Policy, Jim Casazza 2nd
8-Yes 0-No Motion passed
- F. Unattended Children/Minors Policy – revision – draft
Policy was tabled for further discussion

X. Executive Session called by Personnel Committee 8:09pm

Motion made by J. Casazza, 2nd by Dennis Barnett 8-Yes 0-No

Motion made to close session made by J. Casazza and 2nd by Beth Fitzpatrick at 8:23pm

Motion: To adopt the changes recommended by the Personnel Committee to the compensation of employees as described in the attached employee schedule. All changes to become effective on January 1, 2023 made by Jim Casazza, 2nd Robert Borrebach 8-Yes 0-No Motion passed

XI. Roundtable

XII. Adjournment 8:28pm

Motion to adjourn made by J. Casazza, 2nd by Beth Fitzpatrick
8-Yes 0-No Motion passed.

Respectfully submitted,
Tanya Bray, Secretary
Moffat Library Board of Trustees