

Moffat Library Board of Trustees
Board Meeting Minutes
11/3/22 at 7:00 PM

PRESENT: Trustees: Luis Rivera, Jim Amend, Victoria Drake, Robert Borrebach, John Stegenga, Tanya Bray, James Casazza, Dennis Barnett (left at 7:44pm)
FOML Representative: Vance Consalvo
Director: Carol McCrossen
Assistant to Director: Joanne Deluca
Absent: Beth Fitzpatrick

I. Call to order (L. Rivera) 7:00pm

II. Pledge Of Allegiance

III. Friends Report (V. Consalvo)

- Annual meeting held October 19th. FOML presented the library with a check of \$2,090 from funds raised from the bookstore.
- Bag of Books Sale November and December
- Holiday Baskets Fundraiser Nov. 19th- Dec. 18th. Thirteen baskets will be on display.
- Holiday Open House/Family Story Hour Saturday Dec. 3rd from 1-4pm.
- Membership drive is ongoing.

IV. Disposition of Minutes (T. Bray) – 10/6/22

Motion to accept the minutes made by Dennis Barnett, 2nd made by Jim Amend
7-Yes 0-No 1 – abstention
Motion passed

V. Public Forum (on Agenda Items only): limited to 2 minutes per person

VI. Fiscal Officer's Report (J. Stegenga)

A. **MOTION # 1-110322** – “To accept the Fiscal Officer’s Report for the period ending 10/31/22 as submitted” made by John Stegenga 2nd by James Casazza
8-Yes 0-No
Motion passed

B. **MOTION # 2-110322** – “To approve the Operating Expenses warrant for the period of 10/1/22-10/31/22 in the amount of \$111,670.66.” made by John Stegenga 2nd by Vicki Drake
8-Yes 0-No
Motion passed

VII. Director's Report (C. McCrossen)

- The director discussed the following:
- Teak Benches
- Audit completed
- Video Conference equipment installed in the meeting room
- Leaks in roof fixed
- Trustee trainings are continuing to be offered

VIII. Standing Committee Reports

A. Audit & Finance Committee Report (J. Stegenga)

No report

B. Personnel Committee Report (J. Casazza)

No report

C. Policies Committee Report (R. Borrebach)

No report

Capital Projects & Facilities Management Committee (J. Amend)

Jim Casazza discussed our clock made by E Howard Clock Co of Boston MA. It weighs 1300lbs and is engraved with David Moffat's name. Balzer Family Clockworks of Freeport Maine are putting together a proposal.

IX. Unfinished Business

Unattended minor policy is still tabled awaiting lawyer's response.

X. New Business

A. RCLS Budget

Motion to approve the RCLS budget for 2022 was made by James Casazza 2nd by John Stegenga
7-Yes 0-N Motion passed

XI. Roundtable

XII. Public Forum (on non-agenda items only): limited to 2 minutes per person

Ruth Manyin commented on 1. Carriage house project should be completed 2. Library should reach out to all groups in community with programs etc. to retain the continued support of the community and 3. Library should be willing to encourage the display of local art.

XIII. Adjournment 8:20pm

Motion to adjourn made by Tanya Bray, 2nd by James Casazza
7-Yes 0-No Motion passed.

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