

Moffat Library Board of Trustees
Board Meeting Minutes
1/5/23 at 7:04 PM

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

I. Call to order

II. Pledge Of Allegiance

III. Friends Report (V. Consalvo)

Holiday Baskets very successful. Amount will be shared at next meeting.
Heather Cheatham, FOML Board member running two children's programs
More information online

IV. Disposition of Minutes (T. Bray) – 12/1/22

Motion to approve the minutes as amended made by James Casazza, 2nd made by Vicki Drake
7-Yes 0-No 1-Abstention
Motion passed

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

A. **MOTION # 1-010523** – “To accept the Fiscal Officer's Report for the period ending 12/31/22 as amended pending clarification on questions posed” made by John Stegenga, 2nd by Dennis Barnett

8-Yes 0-No
Motion passed

B. **MOTION # 2-010523** – “To approve the **Operating Expenses** warrant for the period of **12/1/22-12/31/22** in the amount of \$114,975.79.” made by John Stegenga, 2nd by Jim Amend

8-Yes 0-No
Motion passed

VI. Director's Report (C. McCrossen)

Director discussed several building issues including: Door, plumbing, maintenance person, tree overhanging library, and vandalism issues leading to need for additional cameras.
Library staff are attending monthly internal meetings

VII. Standing Committee Reports

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

The annual financial report (AUD) was submitted by Nugent and Hauessler to NYS as required. Report reviewed and approved by financial committee.

B. Personnel Committee Report (J. Casazza)

Committee to evaluate employees numbers and compensation to provide needed information to Finance committee for budget preparation

C. Policies Committee Report (R. Borrebach)

Public and personnel policies have been reviewed. Financial policies are next.

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

Carriage House work continues.

VIII. Adhoc Committee Reports

IX. Unfinished Business

Strategic Planning Committee will now be Community Planning Committee in order to differentiate it from the state required strategic plan. Carol will bring more details on that next month. Vicki Drake read the minutes from the first and only meeting from January 15, 2020 right before the pandemic.

Unfinished Business - The Policy Committee withdrew its previous motion presented on September 1, 2022 to adopt the drafted changes to the Unattended Children/Minors Policy. Item is removed from the agenda until the Board receives attorney's comments.

Motion made by James Casazza to amend Board By-laws under Article IV section "a" from "shall consist of not less than five (5) and not more than twenty-five (25) members with the current membership being eleven (11) members" to "shall consist of not less than five (5) and not more than twenty-five (25) members with the current membership being nine (9) members." 2nd by Bob Borrebach

Motion made by James Casazza to amend the Board By-laws Article VIII section "a" from "Meetings shall be held each month," to "Meetings shall be held each month, except August." 2nd by Dennis Barnett

X. New Business

Finance committee will include in proposed budget expenses of clock restoration/installation and Board will make final determination when budget is presented and approved.

Motion was made by James Casazza to accept the resignation of Beth Fitzpatrick with thanks for her seven and a half years of service. 2nd by John Stegenga

8-Yes 0-No

Motion passed.

XI. Roundtable

XII. Adjournment 8:40pm

Motion to adjourn made by James Casazza 2nd by Bob Borrebach

8-Yes 0-No

Motion passed.

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