

**Moffat Library Board of Trustees**  
**Board Meeting Minutes**  
**2/2/23 at 7:00 PM**

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

- I. Call to order 7:02PM**
- II. Pledge Of Allegiance 7:03PM**
- III. Public Comments (on agenda items only) – if necessary (Limited to 2 minutes/person)**  
-No public comment at this time.
- IV. Friends Report (M. Marrero)**
  - Bag of books sale during Feb & Mar at the bookstore
  - Membership drive is ongoing
  - NYS Friends Organization is celebrating 30 years of supporting libraries
  - Purchase Stop & Shop reusable bags buy one and \$1.00 goes to the friends
  - Sunday, March 26<sup>th</sup> 2023 12noon-4pm at round hill house the fifteenth annual Meet the Authors luncheon
  - Friends presented \$1,200.00 check for consumer report to the library. ~~Thank you!~~

**Disposition of Minutes (T. Bray) – 1/5/23 Motion to approve the minutes as amended**  
-Motioned by James C, 2nd made by Robert B  
-7-Yes 0-No 0-Abstention
- V. Fiscal Officer's Report (J. Stegenga)**

**MOTION # 1-020223 – “To accept the Fiscal Officer’s Report for the period ending 1/31/23 as submitted/amended”**  
-Motioned by Johnny 2<sup>nd</sup> by Dennis B  
-7-Yes 0-No 0-Abstention

**A. MOTION # 2-020223 – “To approve the Operating Expenses warrant for the period of 1/1/23-1/31/23 in the amount of \$99,803.30.”**  
-Motioned by Johnny 2<sup>nd</sup> by Vicky D  
-7-Yes 0-No 0-Abstention
- VI. Director's Report (C. McCrossen)**
  - Replacement of new wood benches for the front of the library were discussed
  - Received a donation of \$5,000.00 from James Casazza and his wife for the clock restoration project

- Received a grant from orange county \$3,382.00
- New Website went live in Jan, we have gotten a nice positive response from the public
- Teenagers are coming in for homework help with the little kids
- Armistead sent a proposal to re-rap duck work on all rooftop units. The quote has been approved we are asking the work be completed in the spring because of weather and temperatures.
- A letter was reviewed in reference to our neighbor Mr. Lemin, we have an ongoing tree issue. A tree on his property is hanging over onto the library property line dropping branches. This letter will be sent to our Mr. Lemin for review.

## VII. Standing Committee Reports

- A. **Audit & Finance Committee Report** (J. Stegenga)
  - Presentation and review of this year's current proposed budget.
- B. **Personnel Committee Report** (J. Casazza)
  - Motion to go into executive session by James C 2<sup>nd</sup> by Johnny S to review personnel issues budget.
  - Motion to come out of executive session Dennis B 2<sup>nd</sup> by Robert B. to review personnel budget
  - 7-Yes 0-No 0-Abstention
- C. **Policies Committee Report** (R. Borrebach)
  - No report at this time
- D. **Capital Projects & Facilities Management Committee** (J. Amend)
  - James C talked about the ongoing plan at the carriage house
  - James A talked about preparing the building permit application for the carriage house

## VIII. Adhoc Committee Reports

- Tabled for next meeting
  - A. **Strategic Planning Committee** (see info in meeting docs & sent via email on 1/9/23)
    - Tabled for next meeting

## IX. Unfinished Business

In accordance with Article IX of the Board of Trustee By-Laws, the following two (2) amendments to the By-Laws were moved at the January 5, 2023 Board meeting, to be voted on at the February 2, 2023 board meeting. Exact wording presented on January 5, 2023.

- A. **MOTION #3 - 020223: "To amend Article IV, Section (a) of the Board of Trustee By-Laws to change the current number of Trustees from 11 to 9."**  
 Motion by James Casazza, 2nd by Robert Borrebach on January 5, 2023.  
 - 7-Yes, 0- No, 0- Abstentions. Motion passed February 2, 2023.
- B. **MOTION #4 - 020223: To amend Article VIII, Section (a) of the Board of Trustee By-Laws to remove the month of August from the required monthly Board Meetings.**

Motion made by James Casazza, 2nd by Dennis Barnett on January 5, 2023.  
-7- Yes, 0- No, 0- Abstentions. Motion passed February 2, 2023.

**C. Clockworks – proposal (J. Casazza)**

**X. New Business**

A. **MOTION # 5 - 020223: “To hire Richard Hartfield as part-time custodian”.**

-Motioned by James C 2<sup>nd</sup> Vicky D

-7-Yes 0-No 0-Abstention

B. **MOTION # 6 - 020223: “To accept the proposed budget as presented by the finance committee for the 2023/2024 year”** -Motioned by Johnny S 2<sup>nd</sup> by Dennis B

-7-Yes 0-No 0-Abstention

**XI. Public Comments** (on any non-agenda items) – if necessary (Limited to 2 minutes/person)

-No public comments at this time

**XII. Roundtable**

**XIII. Adjournment**

Motion to Adjourn by Robert B 2<sup>nd</sup> by Dennis B

-7-Yes 0-No 0-Abstention

8:45pm meeting was adjourned.

Respectfully submitted,  
James Amend, Acting Secretary