

**\*DRAFT\***

**Moffat Library Board of Trustees  
Board Meeting Minutes  
3/2/23 at 7:00 PM**

PRESENT: Trustees: Victoria Drake, Tanya Bray, James Casazza, Dennis Barnett, Jim Amend (acting Board President), Bob Borrebach  
FOML Representative: None  
Director: Carol McCrossen  
Assistant to Director: Joanne Deluca  
Absent: Luis Rivera, John Stegenga,

- I. Call to order 7:01pm**
- II. Pledge Of Allegiance**
- III. Public Comments (on agenda items only) – if necessary (Limited to 2 minutes/person)**  
None
- IV. Friends Report (Carol McCrossen)**
  - Author Luncheon Sunday March 26<sup>th</sup> 12-4pm Round Hill House
  - Bag of Books sale now going on
  - Holiday Baskets raised \$1200 for subscription to Consumer Reports
- V. Disposition of Minutes (J. Amend) – 2/2/23**
  - Motion to accept minutes as amended made by Jim Casazza 2<sup>nd</sup> by Bob Borrebach
  - 5-yes 0-no 1-abstain
  - Motion passed
- VI. Fiscal Officer’s Report (J. Stegenga)**
  - A. **MOTION # 1-030223** – “To accept the Fiscal Officer’s Report for the period ending 2/28/23 as submitted/amended”
    - Motion tabled due to absence of fiscal officer
  - B. **MOTION # 2-030223** – “To approve the Operating Expenses warrant for the period of 2/1/23-2/28/23 in the amount of\_\_\_\_\_.”
    - Motion tabled due to absence of fiscal officer
- VII. Director’s Report (C. McCrossen)**
  - Adult services librarian took a position closer to where he lives and Teresa Ferguson will be moving from part-time to fulltime to fill this position. A part-time employee will be hired to replace her position.
  - Fire Alarm issues are being looked into
  - Library logo is being updated
  - Tree issues are being addressed with our neighbor
  - Trustee Training required this year. Sexual Harassment training does not count towards the 2 hours.
- 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

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

-Meeting will be scheduled between town, library lawyer and committee members this month.

**IX. Adhoc Committee Reports**

A. **Strategic Planning Committee** (see info in meeting docs & sent via email on 1/9/23) -Carol will bring the results of the survey next month

**X. Unfinished Business**

A. Clockworks – proposal (J. Casazza)

-Budget was approved last month, company has been contacted to begin work

**XI. New Business**

A. MOTION # 3-030223: To hire Robert Sorce as part-time library clerk at a rate of \$15.25 per hour

-Motion made by Jim Casazza 2<sup>nd</sup> by Victoria Drake

6-yes 0-No 0-Abstentions

Motion Passed

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

None

**XIII. Roundtable**

**XIV. Adjournment 7:26pm**

-Motion to adjourn made by Bob Borrebach 2<sup>nd</sup> by James Casazza

6-Yes 0-No

Motion passed.

Respectfully submitted,

Tanya Bray, Secretary

Moffat Library Board of Trustees