

**Moffat Library Board of Trustees
Board Meeting Minutes
10/5/23 at 7:00 PM**

Present: Victoria Drake, Jim Amend, Tanya Bray-arrived at 7:20 PM, Bob Borrebach, Kathleen Amend, Luis Rivera, Dennis Barnet
FOML Representative: Vance Consalvo
Director: Carol McCrossen
Assistant to Director: Joanne Deluca
Guest: Assemblyman Brian Maher
Absent: John Stegenga, James Casazza

- I. Call to order 7:01 PM**
- II. Pledge Of Allegiance**
- III. Public Comments (on agenda items only) – if necessary (Limited to 2 minutes/person)**
 - No public comment
- IV. Friends Report (V. Consalvo)**
 - Bus trip to the cloisters in NYC 35 people Oct 12th
 - Annual meeting 6pm Wed Oct 18th with elections coming up for new seats
 - Program at 6:30pm with Jeanne Versweyveld
 - Friends will be donating \$2,800 to the library for subscriptions to Ancestry.com and Consumer reporting
 - Holiday Centerpiece workshop Dec 13th at 2pm
 - Holidays Baskets will be for sale Nov 18th-Dec 17th
 - Friends will have a holiday Parade warming station for the Dec 2nd parade
- V. Disposition of Minutes (J. Amend) – 9/7/23**
 - Motion by Bob Borrebach to accept min; 2nd by Vicki Drake.
 - 5-Yes 0-No 1-Abstention by Dennis Barnett
- VI. Fiscal Officer’s Report (J. Stegenga)**
 - A. MOTION # 1-100523** – “To accept the Fiscal Officer’s Report for the period OF 9/1/23-9/30/23 as submitted/amended”
 - Tabled to next meeting as John Stegenga was not at the meeting
 - B. MOTION # 2-100523** – “To approve the **Operating Expenses** warrant for the period of **9/1/23-9/30/23** in the amount of_____.”
 - Tabled to next meeting as John Stegenga was not at the meeting
- VII. Director’s Report (C. McCrossen)**

- We had a violent patron issue that was handled by the staff, a debriefing with the staff was performed after and things were handled as per our standards
- Newsletter was sent out to the public
- Auditors were onsite at the Library Oct 3,2023 everything looked good and is in place for year-end review
- Teen room glass panes will need to be repaired as the frames are rotting, working to receive a quote
- Water is leaking in through the HVAC duct work and is being repaired
- We have sent out snowplowing RFQ's and are waiting for responses
- RCLS Road trip reception ceremony was held at Moffat
- The library is looking to start a local newspaper like the Orange County Post (OCP)
- RCLS Migration system Bywater is being implemented for the catalog system this will be voted on in new business

VIII. Standing Committee Reports

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

- No Report

B. Personnel Committee Report (J. Casazza)

- Need to schedule the personnel budget

C. Policies Committee Report (R. Borreback)

- The committee is in the process of reviewing the way we select materials and how we display content on our shelf that is fair and informative for all patrons.

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

- Matt is working on a floor plan to provide shelving to maximize space to store items on Oct 6th. We should have a layout after Oct6th.

IX. Unfinished Business

- None to report

X. New Business

A. RCLS ILS Agreement – Review & vote

VOTE **IN FAVOR** OF ILS CHANGE

WHEREAS [**MOFFAT LIBRARY**] (the "Library") and Ramapo Catskill Library System ("RCLS") are party to an Agreement for Integrated Library System Participation (the "ILS Agreement") with a five-year term beginning January 1, 2023; and

WHEREAS The Directors' Association (DA) voted to change the current ILS vendor, SirsiDynix, to the new ILS vendor, ByWater Solutions, with the affirmative consent of a majority of member library directors; therefore

BE IT RESOLVED that the Library hereby AGREES with DA and votes IN FAVOR of switching Integrated Library System providers from SirsiDynix to ByWater Solutions.

Motion made by Bob Borreback to accept; 2nd by Dennis Barnett; Vote in favor of the ILS Change as stated above: 6-Yes 0-No 0-Abstention.

- B. Any other new business?
- C. Talk about the newspaper with assemblyman,
- D. New Benches we will be putting a call into the village to see if they can be used, and we will donate them to the village
- E. Posting pictures/artwork from schools and students in the library displaying art work. In accordance with our policy, we cannot post art work in the library.
- F. Once we get the new RCLS system in place we will be looking to implement Uth ID's
- G. Censoring books on the shelf what books should or should not be on the self-creating. We will be creating a materials selection policy, having an action plan and step by step process to implement to protect the library.

XI. Public Comments (on any non-agenda items) – if necessary (Limited to 2 minutes/person)
-No public comment

XII. Roundtable

-Congratulate Carol On LO Program and getting in

XIII. Adjournment 8:24PM

-Motion made by Dennis Barnett; 2nd by Kathleen Amend; Vote: 7-Yes 0-No 0-Abstention