

**Moffat Library Board of Trustees**  
**Board Meeting Minutes**  
**11/2/23 at 7:02PM**

Present: Victoria Drake, Tanya Bray, Luis Rivera, John Stegenga, James Casazza, Dennis Barnett (7:20pm)

FOML Representative: Vance Consalvo

Director: Carol McCrossen

Assistant to Director: Joanne Deluca

Absent: Bob Borrebach, Kathleen Amend, Jim Amend

- I. Call to order 7:02PM**
- II. Pledge Of Allegiance**
- III. Public Comments (on agenda items only) – if necessary (Limited to 2 minutes/person)**  
Members of the public present: Laurisa Sampson, Jefferson Sampson, Cheyenne Sampson, Reilly Brown, Dominique Brown, Victoria Jordan, Keturah Jordan. Each introduced themselves.
- IV. Friends Report (V. Consalvo)**  
Annual meeting a success  
Library decorating will take place on Nov. 27<sup>th</sup> 10am-12pm  
Holiday Centerpiece Workshop Dec. 13<sup>th</sup> 2pm & 6:30pm  
Holiday Baskets Saturday Nov. 18<sup>th</sup> to Sunday Dec. 17<sup>th</sup>  
New Office Holders:  
President: Christine Frisbee  
Vice President: Heather Shupe  
Secretary: Debra Payne  
Treasurer: TBD
- V. Disposition of Minutes (J. Amend) – 10/5/23**  
Motion made to accept minutes as amended by Tanya 2<sup>nd</sup> by Vicki  
3-Yes 0-No 2-Abstention by Jim C. and Luis  
Motion passed.
- VI. Fiscal Officer's Report (J. Stegenga)**
  - A. MOTION # 1-110223 – “To accept the Fiscal Officer’s Report for the period OF 9/1/23-9/30/23 as submitted”**  
Motion made by John 2<sup>nd</sup> by Jim C  
5-yes 0-no  
Motion passed.
  - B. MOTION # 2-110223 – “To approve the Operating Expenses warrant for the period of 9/1/23-9/30/23 in the amount of \$113,940.74.”**  
Motion made by John 2<sup>nd</sup> by Vicki  
5-yes 0-no  
Motion passed.

C. **MOTION # 3-110223** – “To accept the Fiscal Officer’s Report for the period OF 10/1/23-10/31/23 as submitted”

Motion made by John 2<sup>nd</sup> by Jim C

6-yes 0-no

Motion passed.

D. **MOTION # 4-110223** – “To approve the **Operating Expenses** warrant for the period of **10/1/23-10/31/23** in the amount of \$123,464.89.”

Motion made by John 2<sup>nd</sup> by Dennis

6-yes 0-no

Motion passed.

**VII. Director’s Report** (C. McCrossen)

Audit ongoing

Halloween Carnival went well

Village of Washingtonville took 3 benches, other 3 were disposed of

Reminder of 2 hours of Trustee Training required by Trustees yearly

Facebook post complimenting staff was discussed

**VIII. Standing Committee Reports**

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

Ronald Clum continues to go over library finances as Treasurer

Committee will be meeting soon to go over audit

B. **Personnel Committee Report** (J. Casazza)

Committee will be meeting soon after Audit committee meets

C. **Policies Committee Report** (R. Borrebach)

No report

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

Committee will meet with Matt soon to go over layout of Carriage House

**IX. Unfinished Business**

Picture IDs will be considered after new computer system is in place

Policy committee will be working on material selection policy

**X. New Business**

Jim C and Tanya will be in attendance at the library during the Christmas Parade

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

Keturah Jordan, Reilly Brown and Cheyenne Sampson are members of the Teen Advisory

Board and are working on a Teen Magazine. They shared a few issues they are having and

sought help in remedying the issues. They are meeting with Carol and the teen librarian,

Katherine tomorrow.

**XII. Roundtable**

**XIII. Adjournment** 7:58

-Motion to adjourn made by Jim C. 2nd by Dennis

6-Yes 0-No

Motion passed.

Respectfully submitted,

Tanya Bray, Secretary

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