

**Moffat Library Board of Trustees
Board Meeting Minutes
4/3/25 at 7:00 PM**

Trustees Present: Jim Amend; John Stegenga; Dennis Barnett; Kathleen Amend; Vicky Drake; Bob Borrebach

FOML Representative: Vance Consalvo

Staff Present:

Director: Carol McCrossen

Assistant to Director: Joanne Deluca

Trustees Absent: Luis Rivera, Jim Casazza

- I. Vice President Jim Amend called the meeting to order at 7:05 pm.**
- II. Pledge Of Allegiance was recited**
- III.** There were no public comments on agenda items.
- IV. Special Guest Presentation on: CIPA (Children's Internet Protection Act) funding/filtering (S. Hoefler, RCLS)**
Presented information on the E-Rate discount/CIPA Compliance program for libraries that have RCLS oversee their IT Services.
- V. Friends Report (V. Consalvo)**
Authors Luncheon will take place this Sunday, April 6 from 12- 4 at Temple Hill Tavern. The guest speakers will be Julie Satow and Russell Shorto.
- VI. Disposition of Minutes (K. Amend) - 3/6/25**
Motion made to accept minutes as submitted made by Dennis B., 2nd by Jim A. 3-yes 0-no 3-abstention (Vicki D., Bob B., John S.) - Motion passed
- VII. Fiscal Officer's Report (J. Stegenga)**
 - A. Motion # 1-040325** -"To accept the Fiscal Officer's Report for the period of 2/1/25-2/28/25 as submitted"
Motion was made by John S., 2nd by Bob B.
6-yes 0-no - Motion passed
 - B. Motion # 2-040325-** "To approve the Operating Expenses warrant for the period of 2/1/25- 2/28/25 in the amount of \$99,496.70
Motion was made to accept by John S., 2nd by Vicki D.
6-yes 0-no - Motion passed
 - C. Motion # 3-040325-** "To accept the Fiscal Officer's Report for the period of 3/1/25-3/31/25 as submitted.

Motion made to accept by John S., 2nd by Dennis B.
6-yes 0-no - Motion passed

- D. **Motion # 4-040325** - "To approve the Operating Expenses warrant for the period of 3/1/25-3/31/25 in the amount of \$121,906.12
Motion was made to accept by John S., 2nd by Bob B.
6-yes 0-no - Motion passed

VIII. **Director's Report** (C. McCrossen) - See directors report for full scope.

IX. **Standing Committee Reports**

- A. **Audit & Finance Committee Report** (J. Stegenga)- Nothing to report.
- B. **Personnel Committee Report** (J. Casazza) - Nothing to report.
- C. **Policies Committee Report** (R. Borrebach) - will report in "New Business"
- D. **Capital Projects & Facilities Management Committee** (J. Amend) -
Nothing to report

X. **Unfinished Business** – There was no unfinished business.

XI. **New Business**

- A. **Motion to: revise the Temporary Safety Practices Policy as follows:**
Revise the last section to read as follows with additions in red:
"Code of Conduct: Adherence to these practices and any modifications to them shall be enforced as a requirement of the Library's Rules of Behavior For Use Of Library Facilities until such time as this temporary policy is revoked, **suspended** or **reinstated**."
Motion made by Bob B., 2nd by Dennis B.
6-yes, 0-no - Motion passed
- B. **Motion to: "suspend the Library's Temporary Safety Practices Policy until further notice."**
Motion made by Bob B., 2nd by John S.
6-yes, 0-no - Motion passed
- C. **Motion to: change to title of the Library's Dress Code Policy to "Employee Dress Code Policy"**
Motion made by Bob B., 2nd by Kathleen A.
6-yes, 0-no - Motion passed
- D. **Motion to: approve the Library's Membership Policy as presented.**

Motion made as presented, by Bob B., 2nd by Dennis B.
6-yes, 0-no - Motion passed

E. Motion to: change the formatting of all Moffat Library policies so that they are consistently presented using 12-point Times New Roman font and all bearing the Library's new logo at the top & in the center of the first page of each policy.

Motion made by Bob B., 2nd by Dennis B.
6-yes, 0-no - Motion passed

F. Motion to: approve the revised Internet Safety Policy as presented.

Motion made to approve, by Bob B., 2nd by John S.
6-yes, 0-no - Motion passed

G. Motion to: approve the hiring of Samantha Angarola as full-time librarian.

Motion made to approve, by Bob. B, 2nd by Vicky D.
6-yes, 0-no - Motion passed

XII. There were no Public Comments on non-agenda items.

XIV. Adjournment - Motion to adjourn - made by Dennis B, 2nd by Bob B.

6-Yes 0-No - Motion passed. Meeting was adjourned at 8:26 pm.

Respectfully submitted by
Kathleen Amend (secretary)
Moffat Library Board Trustee