

**Moffat Library Board of Trustees  
Board Meeting Minutes  
7/10/25 at 7:00 PM**

Trustees Present: Luis Rivera, Dennis Barnett, Jim Amend, Kathleen Amend, Vicky Drake, John Stegenga, Bob Borreback, Vance Consalvo

FOML Representative: Mary Ann Marrero

Staff Present:

Director: Carol McCrossen

Assistant to Director: Joanne DeLuca

Trustees Absent: Jim Casazza

**I. President Jim Amend called to order at 7:00 pm.**

**II. Pledge Of Allegiance**

**III. There were no public comments on agenda items**

**IV. Trustees elected at FYE26 Trustee Election-** Oath of Office of James Casazza & Vance Consalvo.

Vance Consalvo took the Oath of Office

**V. Friends Report** (M. Marrero) The 2026 Authors Luncheon will take place on Sun, 4/12/26 at the Otterkill Country Club. Nancy Donaldson does the scheduling for the book store.

**VI. Disposition of Minutes:** Motion made to accept the 6/6/25 minutes as amended by Vicki D., 2nd by John S. 8-yes 0-no 0-abstentions, Motion passed

**VII. Fiscal Officer's Report** (J. Stegenga)

A. **Motion # 1-071025** -"To accept the **Fiscal Officer's Report** for the period of 6/1/25- 6/30/25 as submitted" made by John S., 2nd by Dennis B. 8-yes 0-no 0-abstentions, Motion passed.

B. **Motion # 2-071025**- "To approve the **Operating Expenses** warrant for the period of 6/1/25- 6/30/25 in the amount of \$103,064.82. Motion made as submitted by John S., 2nd by Bob B. 8-yes 0-no 0-abstentions, 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)-Received engagement letter from accountant. Motion made to sign engagement letter for fiscal year 2025

Audit, Motion made by John S., 2nd by Dennis B. 8-yes 0-no

**B. Personnel Committee Report** (J. Casazza) - Nothing to report.

**C. Policies Committee Report** (R. Borrebach) - Nothing to report.

**D. Capital Projects & Facilities Management Committee** (J. Amend)-  
Nothing to report

**E. Nominating Committee** (D. Barnett) FYE26 Slate of Officers voting  
(under New Business)

**X. Unfinished Business**

**There was no unfinished business to discuss.**

**XI. New Business**

**A. Motion to: approve hire of Karelisa Kimmel as full-time Librarian II**  
Motion to approve hiring, made by Dennis B. 2nd by John S. 8- yes 0-no 0- abstention

**B. Motion to: promote Elizabeth Gannon to full-time Library Clerk (from part-time).** Motion to promote made by John S., 2nd by Luis R. 8-yes 0-no 0- abstentions

**C. Motion to: approve the slate of Officers for the FYE26 as follows:**

Jim Amend: President  
Luis Rivera: Vice President  
John Stegenga: Fiscal Officer  
Kathleen Amend: Secretary (with Jim Casazza as back up)

Motion to approve made by Dennis B., 2nd by Luis R. 8-yes 0-no 0-  
abstentions

**D. Motion to accept the revision of the Board committees as follows:**  
(note changes as decided by meeting)

Luis R.- Policies Committee  
Jim A.- Capital Projects & Facilities Management Committee  
Dennis B.- Nominating Committee  
Bob B. -Policies, Personnel Committees  
Vicki D.-Policy, Personnel Committees  
Jim C.- Personnel Committee  
Vance C.- Audit & Finance Committee

John S.- Audit & Finance Committee  
Kathleen A.- Personnel, Nominating, Policies Committees

Motion to accept the revision of the Board committees made by Dennis, 2nd by Bob  
B. 8-yes 0-no 0-abstentions

**XII. There were no public comments on non-agenda items.**

**XIII. Roundtable**

**XIV. Adjournment** - Motion to adjourn - made by Vance C. , 2nd by Luis R. 6-Yes 0-No  
Motion passed. Meeting was adjourned at 8:16 pm.

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