

Minutes of the Four County Library System Board Meeting
June 24, 2016 1:00 p.m.
Four County Library System
Vestal, NY

Trustees Present: **Jan Orzel**
 Sandy Sheradin
 Wendy Caldiero
 Debra Crampton
 Bob Gouldin

Excused: **Carrie Fishner**
 Mike Rullo
 Marilyn Kochersperger

Absent:

Others Present: **Steven J. Bachman, Executive Director**
 Sherry Gorman, Administrative Assistant
 Eve Randall, Finance Officer
 Lisa Wise, Director of BCPL

J. Orzel called the meeting to order at 1:00 p.m.

Public Participation

J. Orzel acknowledged Lisa Wise, Director of BCPL was present.

Minutes

On the motion of W. Caldiero, seconded by D. Crampton, the board approved the minutes of the May 13, 2016 Board meeting as amended.

Administrative:

Executive Director:

S. Bachman, distributed a draft member contract revision and draft of the revised Plan of Service.

Board was instructed to read over both documents and contact S. Bachman with any questions or concerns. The Plan of Service will be on the September agenda.

S. Bachman mentioned he is still waiting to hear from Medical Coaches with pricing on a new Outreach vehicle.

Several system staff have been trained in Blue Cloud Analytics. Additional Sirsi Training may be available.

Executive Director's report was reviewed.

Personnel Actions:

On the motion of S. Sheradin, seconded by W. Caldiero, the Board approved the following personnel action:

The hire of Matthew Norton as Automation Assistant to full time at an annual salary of \$23,490, effective June 6, 2016 and a possible one-time increase of \$1,000.00 after four months of satisfactory work.

Appointment of Timothy Lynch, part-time driver at a rate of \$10/hour effective June 13, 2016.

Financial reports:

On the motion of D. Crampton, seconded by S. Sheradin, the Board approved the Bank Reconciliation Statement for May 2016.

On the motion of W. Caldiero, seconded by D. Crampton, the Board approved the Income Statement for May 2016.

On the motion of W. Caldiero, seconded by R. Gouldin, the Board approved the Budget-to-Actual Report for May 2016.

On the motion of S. Sheradin, seconded by D. Crampton, the Board approved the Procedural Resolutions.

R. Gouldin, requested a copy of the end of 2015 year financial Bank Reconciliation and Income statements, and the Budget-to-Actual report, to review. E. Randall will make sure he receives them.

R. Gouldin would like the monthly Income statements to have the current month date at the top of document to reflect only the month that is being reported.

Committee Reports:

A. Governance Committee: - W. Caldiero

On the motion of D. Crampton, Assistant Secretary casting the first ballot the Board approved the slate of elected Officers as follows:

President	-	J. Orzel
Vice President	-	S. Sheradin
Treasurer	-	M. Rullo
Assistant Treasurer	-	W. Caldiero
Secretary	-	M. Kochersperger
Assistant Secretary	-	D. Crampton

- B. Finance Committee: - S. Sheradin** No report
- C. Executive Committee: - J. Orzel** No report
- D. Personnel Committee: - W. Caldiero** No report
- E. Central Library Advisory Committee (CLAC) - Open** No report

New Business:

Other:

All Trustees present signed new Oath of Office and Conflict of Interest and Disclosure forms.

Meeting Dates for 2016

DATE	DAY	TYPE	TIME	LOCATION
January 22, 2016	Friday	Regular	2:00	Huntington Mem. Library Oneonta, NY
March 18, 2016	Friday	Regular	3:00	G. F. Johnson Memorial Library
May 13, 2016	Friday	Regular	4:00	Afton Free Library Afton, NY
June 6, 2016	Monday	Annual Meeting	6:00PM	Silo Restaurant Greene, NY
June 17, 2016 Changed to June 24, 2016	Friday	Organizational	1:00	Four County Library System
September 23, 2016	Friday	Regular	4:00	Guernsey Memorial Library, Norwich, NY
November 18, 2016	Friday	Regular	2:00	Oneonta @Huntington Memorial Library

On the motion of R. Gouldin, seconded by W. Caldiero, the Board adjourned the meeting at 1:45PM.

Minutes prepared by Sherry Gorman, Administrative Assistant.

Signed,

M. Kochersperger, Assistant Secretary