

Minutes of the Four County Library System Board Meeting
November 14, 2014 12:00 p.m.
Four County Library System
Vestal, NY

Trustees Present: **Kathy Wood**
 Jan Orzel
 Wendy Caldiero
 Marilyn Kochersperger
 Sandy Sheradin
 Steve Rothenberg
 Debra Crampton

Excused:

Absent:

Others Present: **Steven J. Bachman, Executive Director**
 Sherry Gorman, Administrative Assistant
 Eve Randall, Finance Officer
 Dawn Rogers-Kroll, Director of Wm. B. Ogden Free Library

K. Wood called the meeting to order at 12:00 p.m.

Public Participation

K. Wood, acknowledged D. Rogers-Kroll Director of the Wm. B. Ogden Free Library, and thanked Dawn for the use of the meeting room to have 4CLS Board of Trustee meeting at the Walton Library. D. Rogers-Kroll stayed to observe the board meeting.

Minutes

On the motion of D. Crampton, seconded by W. Caldiero, the board approved the minutes of the September 19, 2014 Board meeting.

Administrative:

Executive Director:

Executive Director's report was reviewed.

S. Bachman discussed the Blue Cloud Commerce program that will allow patrons to pay fines with a credit card.

Also mentioned by S. Bachman is how 4CLS will be sending its weeded books to Better World Books for resale. Four County Library System will receive 15% from the sale of the books with Broome Tioga Literary Volunteers receiving 5%.

S. Bachman reported 4CLS is in the process of changing banks due to new regulations. Our current bank will start charging \$500.00 each month for their service. S. Bachman turned the

floor over to E. Randall to better explain why this is happening. A new bank will be chosen by the end of the year.

Financial reports:

On the motion of S. Sheradin, seconded by J. Orzel, the Board approved the Bank Reconciliation Statements for September and October 2014.

On the motion of J. Orzel, seconded by W. Caldiero, the Board approved the Income Statements for September and October 2014.

On the motion of S. Rothenberg, seconded by S. Sheradin, the Board approved the Budget-to-Actual Reports for September and October 2014.

On the motion of M. Kochersperger, seconded by S. Sheradin the Board went into executive session to discuss a contractual issue at 12:20.

On the motion of M. Kochersperger, seconded by D. Crampton the Board came out of executive session at 12:41.

On the motion of S. Sheradin, seconded by M. Kochersperger the Board approved the Four County Library System 2015 Budget.

On the motion of W. Caldiero, seconded by S. Rothenberg, the Board approved of the year end transfers.

Committee Reports:

A. Governance Committee: - W. Caldiero

W. Caldiero stated she is still searching to fill vacant positions on the Four County Board of Trustee.

B. Finance Committee: - S. Rothenberg No report

C. Executive Committee: - K. Wood No report

D. Personnel Committee: - W. Caldiero

W. Caldiero reported updating the personnel policies will restart in 2015.

E. Central Library Services -Open No report

Old Business:

New Business:

On the motion of W. Caldiero, seconded by D. Crampton, the Board approved the Last Copy Collection Procedure and welcomed the Mary Wilcox Memorial Library as the second member to take advantage of this opportunity to free up some shelf space at their library while still keeping some valuable unique books available.

On the motion of J. Orzel, seconded by M. Kochersperger, the Board approved of the closing the 4CLS building at noon on December 10, 2014 for the staff to attend their annual holiday luncheon.

Other:

2015 Board meeting dates, locations, and time were accepted by the Board.

The Four County Library System Board of Trustees thanked D. Rogers-Kroll once again for hosting the 4CLS Board meeting.

On the motion of S. Rothenberg, seconded by M. Kochersperger, the Board adjourned the meeting at 12:55PM.

Minutes prepared by Sherry Gorman, Administrative Assistant.

Signed,

M. Kochersperger, Assistant Secretary