

Minutes of the Four County Library System Board Meeting
March 26, 2014 12:00 p.m.
Four County Library System
Vestal, NY

Trustees Present: **Kathy Wood**
 Jan Orzel
 Chris Kuzel
 Wendy Caliero
 Sandy Sheradin

Excused: **Marilyn Kochersperger**
 Steve Rothenberg

Absent:

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

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

Public Participation

K. Wood, acknowledge no guests were present; therefore there was no public participation.

On the motion of W. Caldiero, seconded by S. Sheradin, the board went into executive session at 12:05.

On the motion of C. Kuzel, seconded by J. Orzel, the board returned from executive session at 12:35.

Minutes

On the motion of C. Kuzel, seconded by J. Orzel, the board approved the minutes of the January 8, 2014 Board meeting.

Administrative:

Executive Director:

Executive Director's report was reviewed.

S. Bachman briefly spoke about Tony Ramos with Rural Broadband Co.Inc.is plug into several Federal initiatives to try and push money out into the rural areas for increasing regional board band. Four County Library System is working with him for a possibility to replace the Cybermobile with a dual use. A vehicle that would do community stops as it does now and it could also be used as a work horse development type of training lab out in the rural areas.

K.Wood requested S. Bachman add a report of the Fenton Free Library's ballot initiative in his next report.

S. Bachman mentioned that the Collection Services Department will begin distributing aggregated data to the members on the number of materials being processed.

J. Orzel wanted to take a moment to thank S. Bachman for being a great help to both Lisle and Whitney Point Libraries as they were preparing to go to the voters.

Personnel Action

On the motion of J.Orzel, seconded by W. Caldiero the Board accepted the retirement of S. Blumberg, original copy cataloger effective 02-28-2014 after 20 years of service, she will be missed.

Deputy Executive Director:

Deputy Executive Director's report was reviewed.

Financial reports:

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

On the motion of C. Kuzel, seconded by W. Caldiero, the Board approved the Income Statements for January and February 2014.

On the motion of J. Orzel, seconded by S. Sheradin, the Board approved the Budget-to-Actual Reports for January and February 2014 as amended.

Committee Reports:

A. Governance Committee: - W. Caldiero W. Caldiero stated volunteers or nominations are needed to fill the Slate of Officers on the Board of Trustees for the coming year.

W. Caldiero announced the committee is still in need of one more Board member.

W. Caldiero asked for Board members to let her know which committees they might like to be part of, if interested please contact W. Caldiero via email or give her a call.

On the motion of S. Sheradin, seconded by, J. Orzel the Board accepted Debra Crampton as the newest Board member from Otsego County.

W. Caldiero requested each committee chair to write what the responsibilities are the charge of the committee, and send the list on to her via email or us mail.

- B. Finance Committee: - S. Rothenberg** No report
- C. Executive Committee: - K. Wood**
On the motion of W. Caldiero, seconded by C. Kuzel, S. Bachman's contract as Executive Director of Four County Library System was renewed.
- D. Personnel Committee: - W. Caldiero**
On the motion of K. Wood, seconded by S. Sheradin, the Board approved the personal polices #400,401,402, 403,and 404, as revised.
- E. System Services -J. Orzel**
On the motion of C. Kuzel, seconded by K.Wood the System Services Committee was disband given the purpose is no longer current.
- F. Central Library Services -C. Kuzel** No report

Communications:

Old Business:

K. Wood inquired to where the system is in the process of hiring an attorney.

New Business:

On the motion of J. Orzel, seconded by S. Sheradin, the Board approved the CLDA 2014 Budget.

BCPL Draft Contracts were reviewed. S. Bachman stated there is more work to be done before the contracts are ready to go to the Broome County Lawyer.

Other:

There were two changes to the schedule of Board meetings:

May's meeting will be at noon in Harpursville Monday, May 19th and the June's meeting was changed to Thursday, June 12th at noon at Four County Library System.

Executive Session was called at 1:30 and ended at 1:35.

On the motion of J. Orzel, seconded by K. Wood a resolution was approved to give a 2% raise to S. Bachman.

On the motion of W. Caldiero, seconded by J. Orzel, the Board adjourned the meeting at 1:40PM

Minutes prepared by Sherry Gorman, Administrative Assistant.

Signed,

Jan Orzel, Secretary