

**Minutes of the Four County Library System Board Meeting**  
**May 19, 2014 12:00 p.m.**  
**Four County Library System**  
**Vestal, NY**

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**Trustees Present:**    **Kathy Wood**  
                              **Jan Orzel**  
                              **Chris Kuzel**  
                              **Wendy Caliero**  
                              **Sandy Sheradin**  
                              **Steve Rothenberg**  
                              **Debra Crampton**

**Excused:**                **Marilyn Kochersperger**

**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.

W. Caldiero introduced the new trustee from Otego County, Debra Crampton.

**Minutes**

On the motion of S. Sheradin, seconded by W. Caldiero, the board approved the minutes of the March 26, 2014 Board meeting.

**Administrative:**

**Executive Director:**

Executive Director's report and Deputy Director's report were reviewed.

S. Bachman briefly spoke about the Fenton Free Library, Kinney Memorial Library, Village Library of Cooperstown and Worcester going to the voters tomorrow (May 20, 2014). S. Bachman stated he will be waiting to hear how the votes went. C. Kuzel asked if S. Bachman had a feel of how the voting would go. He stated he was very optimistic, each library did a great job getting the word out about each of their proposals. Tomorrow we will know the outcome.

**Financial reports:**

On the motion of W. Caldiero, seconded by S. Sheradin, the Board approved the Bank Reconciliation Statements for March and April 2014.

On the motion of C. Kuzel, seconded by J. Orzel, the Board approved the Income Statements for March and April 2014.

On the motion of W. Caldiero, seconded by J. Orzel, the Board approved the Budget-to-Actual Reports for March and April 2014.

On the motion of S. Sheradin, seconded by S. Rothenberg, the Board approved the IRS form 990.

**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.  
J. Orzal volunteered to run for Vice President.  
K. Wood asked if anyone wants to step into the Office of President.

**B. Finance Committee: - S. Rothenberg** No report

**C. Executive Committee: - K. Wood** No report

**D. Personnel Committee: - W. Caldiero**  
On the motion of C. Kuzel, seconded by J. Orzel, the Board approved the personal polices #300,301,302, 303, 304,305,306,307,308,309, and 310 as revised.

**E. Central Library Services -C. Kuzel** No report

**Communications:**

**Old Business:**

All present decided there should be no Legal Counsel held on a retainer, if and when counsel is needed counsel would be hired hourly.

**New Business:**

On the motion of W. Caldiero, seconded by J. Orzel, the Board reviewed and approved the 2013 state annual report.

**Other:**

On the motion of K. Wood, seconded by W. Caldiero the board went into executive session for personnel action at 1:00.

On the motion of W. Caldiero, seconded by S. Sheradin the board returned from executive session at 1:10.

On the motion of J. Orzel, seconded by W. Caldiero, the Board adjourned the meeting at 1:12PM

Minutes prepared by Sherry Gorman, Administrative Assistant.

Signed,

Jan Orzel, Secretary