

Minutes of the Four County Library System Board Meeting
June 24, 2014 6:00 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
 Starr LaTronica, Outreach Mgr.
 Megan Biddle, Collection Service Mgr.
 Emily Creo, Head Cataloger
 Dannielle Swart, Acquisitions

K. Wood called the meeting to order at 6:00 p.m.

Public Participation

K. Wood, Acknowledged several staff from 4CLS, S. LaTronica wanted to thank the Board for allowing her to attend conferences and represent the Four County Library System throughout the year.

W. Caldiero introduced Debra Crampton, 4CLS's newest new trustee from Otsego County.

Minutes

On the motion of W. Caldiero, seconded by S. Sheradin, the board approved the minutes of the May 19, 2014 Board meeting.

Administrative:

Executive Director:

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

S. Bachman happily reported official notification has been received confirming the 2013 awards of NYS Construction grants.

S. Bachman announced 4CLS is ready to move ahead with the last copy collection as soon as Oneonta begins weeding.

Personnel actions:

On the motion of S. Sheradin, seconded by W. Caldiero the Board approved the termination of Pamela Brown – Deputy Director effective 06-30-14 and the retirement of Eugene Johnson – Delivery Driver – effective 07-01-014.

Financial reports:

On the motion of D. Crampton, seconded by J. Orzel, the Board approved the Bank Reconciliation Statement for May2014.

On the motion of D. Crampton, seconded by J. Orzel, the Board approved the Income Statement for May 2014.

On the motion of D. Crampton, seconded by J. Orzel, the Board approved the Budget-to-Actual Reportsfor May 2014.

On the motion of M. Kochersperger, seconded by W. Caldiero, the Board approved the Procedural Resolutions.

Committee Reports:

A. Governance Committee: - W. Caldiero

1. Election of Officers

President: K. Wood was elected unanimously.

On the motion of M. Kochersperger, seconded by W. Caldiero, the Board approved to suspend for one time only the rule of order in the By-laws limiting the term of the President to two consecutive terms.

Vice President: J. Orzel
Secretary/Treasurer: **Open**
Assistant Treasurer: W. Caldiero
Assistant Secretary: M. Kochersperger

On the motion of D. Crampton, seconded by S. Sheradin, the Board approved the election of Officers as stated with K. Wood serving one more term as Board President.

- B. Finance Committee: - S. Rothenberg** No report
- C. Executive Committee: - K. Wood** No report
- D. Personnel Committee: - W. Caldiero** Report pending
phone meeting on June 30, 2014
- E. Central Library Services -Open** No report

Old Business:

BCPL Automation Contract <approve>

On the motion of W. Caldiero, seconded by M. Kochersperger, the Board approved the BCPL Automation contract.

The BCPL Purchasing Agreement is still in the development stages.

New Business:

4CLS Last Copy Collection Procedure <approve>

On the motion of M. Kochersperger, seconded by J. Orzel, the Board approved the Last Copy Collection Procedure.

2013 Financial Audit <approve>

On the motion of W. Caldiero, seconded by J. Orzel, the Board approved the 2013 Financial Audit.

Other:

Board of Trustee Conflict of Interest and Disclosure Form

New Conflict of Interest/Disclosure forms were signed by all Trustees.

2014 Board Meeting Dates Changed

September Board meeting was changed to Friday, Sept. 19, 2014 at noon at Harpursville School. November Board meeting was changed to Friday, Nov. 14, 2014 at noon at the Wm. Ogden Free Library in Walton.

D. Crampton wanted to publicly thank S. Bachman for his time and help, it was greatly appreciated.

On the motion of J. Orzel, seconded by S. Sheradin, the Board adjourned the meeting at 6:55PM.

Minutes prepared by Sherry Gorman, Administrative Assistant.

Signed,

Jan Orzel, Secretary