

Minutes of the Four County Library System Board Meeting
January 22, 2016 2:00 p.m.
Four County Library System
Vestal, NY

Trustees Present: **Jan Orzel**
 Sandy Sheradin
 Wendy Caldiero
 Marilyn Kochersperger
 Debra Crampton
 Carrie Fishner

Excused: **Mike Rullo**
 Kathy Wood

Absent:

Others Present: **Steven J. Bachman, Executive Director**
 Sherry Gorman, Administrative Assistant
 Eve Randall, Finance Officer
 Nancy Simerl, Director of Sherburne Public Library

J. Orzel called the meeting to order at 2:00 p.m.

J. Orzel introduced Carrie Fishner to those who had not met our newest Trustee.

Public Participation

J. Orzel acknowledged N. Simerl was present.

Minutes

On the motion of M. Kochersperger, seconded by D. Crampton, the board approved the minutes of the November 13, 2015 Board meeting.

Administrative:

Personnel Actions:

On the motion of W. Caldiero, seconded by M. Kochersperger, the Board approved copy cataloger Lee Shepherd additional hours (up to 29 per week) until March 31, 2016 or sooner at the discretion of the Collection Services Manager.

On the motion of W. Caldiero, seconded by M. Kochersperger, the Board approved revised job description for Noelle Holmes including title change to Outreach Specialist and set salary to \$37,000 per year.

On the motion of W. Caldiero, seconded by M. Kochersperger, the Board approved Steven Bachman's evaluation and contract extension along with a pay increase of 2%.

Executive Director:

S. Bachman, Advocacy efforts this year will include local meetings with legislators along with the bus trip to Albany on March 2nd.

Executive Director's report was reviewed.

Financial reports:

On the motion of M. Kochersperger, seconded by C. Fishner, the Board approved the Bank Reconciliation Statements for November and December 2015.

On the motion of D. Crampton, seconded by C. Fishner, the Board approved the Income Statements for November and December 2015.

On the motion of C. Fishner, seconded by D. Crampton, the Board approved the Budget-to-Actual Reports for November and December 2015.

On the motion of M. Kochersperger, seconded by C. Fishner, the Board approved the 2016 budget.

On the motion of C. Fishner, seconded by D. Crampton, the Board approved the 4CLS Year End Transfers.

Committee Reports:

A. Governance Committee: - W. Caldiero

Committee will be working on new staff evaluation form.

B. Finance Committee: - S. Sheradin No report

C. Executive Committee: - J. Orzel No report

D. Personnel Committee: - W. Caldiero

Committee will be reviewing some of the personal polices.

E. Central Library Advisory - Open No report
Committee (CLAC)

Communications:

Letter from Broome County Public Library

S. Bachman already responded with a letter and chart showing 4CLS expenses and revenues for BCPL to review and evaluate the reason the System carries a fund balance.

Old Business:

No date set for Fenton Library to go on line yet.
Springfield Library plan to go on line soon. Barcoding slowed down during December.

New Business:

S. Bachman reminded everyone about Library Day in Albany on March 2, 2016. The bus is ready to take us to Albany and let our voices be heard.

Other:

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	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 M. Kochersperger, seconded by D. Crampton, the Board adjourned the meeting at 2:35PM.

Minutes prepared by Sherry Gorman, Administrative Assistant.

Signed,

M. Kochersperger, Assistant Secretary