

**Minutes of the Four County Library System Board Meeting**  
**May 13, 2016 4:00 p.m.**  
**Four County Library System**  
**Vestal, NY**

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**Trustees Present:**   **Jan Orzel**  
                              **Mike Rullo**  
                              **Wendy Caldiero**  
                              **Marilyn Kochersperger**  
                              **Debra Crampton**  
                              **Bob Gouldin**

**Excused:**               **Carrie Fishner**  
                              **Sandy Sheradin**

**Absent:**

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

J. Orzel called the meeting to order at 4:00 p.m.

**Public Participation**

No Public present.

**Minutes**

On the motion of M. Rullo, seconded by W. Caldiero, the board approved the minutes of the March 18, 2016 Board meeting.

**Administrative:**

**Executive Director:**

S. Bachman touched on many points of interest:

- ✓ Making arrangements to meet with staff from Medical Coaches, an Oneonta facility who make custom vehicles, possibly a new Outreach vehicle could be made and purchased from this organization.
- ✓ Fenton, Springfield, and Lisle are working hard to weed and barcode their collections in preparation for coming on line.
- ✓ Vestal went to the voters and won, they will be transitioning to a School District Public Library with elected trustees.
- ✓ Stamford and Smyrna are also going to the voters.
- ✓ 4CLS may be able to get funding from the Appalachian Regional Commission for broadband expansion.

- ✓ Blue Cloud Analytics is anticipated to replace the Directors Station, 4CLS staff will train the members.
- ✓ Four County Library System had solar panels installed on the roof and they are up and working.
- ✓ A reminder of Regional meetings, Sept. 14<sup>th</sup> in NB, Sept. 15<sup>th</sup> in HR, Sept 19<sup>th</sup> in WA and Sept. 22<sup>nd</sup> in FE, all will start at 10:00AM

Executive Director's report was reviewed.

**Personnel Actions:**

On the motion of W. Caldiero, seconded by M Rullo, the Board approved the following personnel actions:

Accepted the resignation of Gary Robbins, Delivery Driver effective 5/2/16

Termination of Jesse Rittenhouse, Library Assistant-Automation effective 4/29/16.

**Financial reports:**

On the motion of D. Crampton, seconded by M. Kochersperger, the Board approved the Bank Reconciliation Statements for March and April 2016.

On the motion of W. Caldiero, seconded by D. Crampton, the Board approved the Income Statements for March and April 2016.

On the motion of W. Caldiero, seconded by M. Rullo, the Board approved the Budget-to-Actual Reports for March and April 2016.

On the motion of D. Crampton, seconded by M. Kochersperger, the Board approved the IRS form 990 for 2015.

**Committee Reports:**

**A. Governance Committee: - W. Caldiero**

On the motion of W. Caldiero and M. Kochersperger the Board called executive session at 4:40 to discuss personnel evaluation.

On the motion of W. Caldiero and D. Crampton the Board came out of executive session at 4:55.

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

**C. Executive Committee: - J. Orzel** No report

**D. Personnel Committee: - W. Caldiero** No report

**E. Central Library Advisory - Open** No report

**Committee (CLAC)**

**New Business:**

On the motion of W. Caldiero, seconded by M. Kochersperger, the Board reviewed and approved the 2015 Annual report.

On the motion of W. Caldiero, seconded by D. Crampton the Board approved the 2015 Financial Audit.

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

On the motion of W. Caldiero, seconded by D. Crampton, the Board approved the Purchasing contract for BCPL.

**Other:**

**Meeting Dates for 2016**

<b>DATE</b>	<b>DAY</b>	<b>TYPE</b>	<b>TIME</b>	<b>LOCATION</b>
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
<del>June 17, 2016</del> Changed to June 24, 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 W. Caldiero, seconded by D. Crampton, the Board adjourned the meeting at 5:08PM.

Minutes prepared by Sherry Gorman, Administrative Assistant.

Signed,

M. Kochersperger, Assistant Secretary