

Minutes of the Four County Library System Board Meeting
November 18,, 2016 2:00 p.m.
Four County Library System
Vestal, NY

Trustees Present: **Jan Orzel**
 Wendy Caldiero
 Debra Crampton
 Marilyn Kochersperger
 Robert 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 2:00 p.m.

Public Participation

There were no guests for public participation. At this time J. Orzel and W. Caldiero introduced Alaina Rullo who is very excited to join the 4CLS Board of Trustees.

On the motion of M. Kochersperger, seconded by D. Crampton, the board approved the appointment of Trustee, Alaina Rullo to Four County Library System Board of Trustees.

Governance Committee chair W. Caldiero stated the committee has appointed Alaina Rullo as Treasurer of the 4cls Board of Trustees.

Minutes

On the motion of D. Crampton, seconded by M. Kochersperger, the board approved the minutes of the September 23, 2016 Board meeting.

Administrative:

Personnel Actions:

On the motion of M. Kochersperger, seconded by B. Gouldin, the Board approved the hiring of Chester Stanton to the position of Delivery Driver at the rate of \$10.00/hour, effective 11/14/16.

Executive Director:

S. Bachman, announced the new Bookmobile will be completed and delivered before the end of 2016.

Executive Director's report was reviewed.

Financial reports:

On the motion of W. Caldiero, seconded by D. Crampton, the Board approved the Bank Reconciliation Statements for September and October 2016.

On the motion of D. Crampton, seconded by M. Kochersperger, the Board approved the Income Statements for September and October 2016.

On the motion of W. Caldiero, seconded by M. Kochersperger, the Board approved the Budget-to-Actual Report for September and October 2016.

On the motion of W. Caldiero, seconded by D. Crampton, the Board approved the 2017 Budget.

Committee Reports:

- A. **Governance Committee: - W. Caldiero**
W. Caldiero stated there is still one vacancy on the Board.
- B. **Finance Committee: - S. Sheradin** No report
S. Sheradin stated there was a meeting to approve the 2017 draft budget for submission to the full Board.
- C. **Executive Committee: - J. Orzel** No report
- D. **Personnel Committee: - W. Caldiero** No report
W. Caldiero communicated the committee will soon be working on a new staff evaluation form.
- E. **Central Library Advisory - M. Kochersperger** No report
Committee (CLAC)

At this time J. Orzel called for the Board to go into Executive session to discuss S. Bachman's contract and raise.

On the motion of W. Caldiero, seconded by M. Kochersperger, the Board went into Executive session at 2:11PM.

On the motion of D. Crampton, seconded by M. Kochersperger, the Board came out of Executive session at 2:16PM.

On the motion of D. Crampton, seconded by W. Caldiero, the Board approved a one year contract extension and a \$1500.00 raise for S. Bachman.

New Business:

On the motion of D. Crampton, seconded by M. Kochersperger, the Board approved closing the building at noon on December 12, 2016 for the staff to attend their annual holiday luncheon.

Other:

Meeting Dates for 2017

DATE	DAY	TYPE	TIME	LOCATION
January 27, 2017	Friday	Regular	1:00	Oxford Memorial Library
March 24, 2017	Friday	Regular	1:00	Mare Wilcox Memorial Library
May 12, 2017	Friday	Regular	1:00	Wm. B. Ogden Free Library
June 5, 2017	Monday	Annual Meeting	6:00PM	Silo Restaurant Greene, NY
June 23, 2017	Friday	Organizational	1:00	Four County Library System
September 22, 2017	Friday	Regular	1:00	Afton Free Library
November 17, 2017	Monday	Regular	2:00	Huntington Memorial Library

On the motion of W. Caldiero, seconded by M. Kochersperger, the Board adjourned the meeting at 3:05PM.

Minutes prepared by Sherry Gorman, Administrative Assistant.

Signed,

M. Kochersperger, Assistant Secretary