

**MINUTES
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY
Board of Trustees Meeting
April 19, 2022
7:30 p.m. Main Library
Community Room**



**HAVERSTRAW
KING'S DAUGHTERS
PUBLIC LIBRARY**

Board Members Present

Richard S. Freeman, President
Gail Kaiser
Sonia Burgos Crannage
Eileen Bookman

Board Members Absent

Stephen Cobb
Bernadette Koop
Teriann DiCarlo

Staff

Claudia Depkin, Director
Victor Contero, Principal Account Clerk
Tommy Russo, Clerk to the Board

Guests

None

I. CALL TO ORDER

Mr. Freeman called the meeting to order at 7:30 pm.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

III. RECEPTION OF VISITORS

There were no visitors.

IV. COMMUNICATIONS

None received.

V. MINUTES

Ms. Kaiser moved to accept the Minutes of the March 15, 2022 Board of Trustees Meeting. Ms. Crannage seconded. Vote unanimous.

VI. FINANCIAL REPORTS

1. As of April 14, 2022 (9 1/2 months) we should be 79% expended. As of April 19, 2022 (9 2/3 months) we should be 81% expended.

2. Line 17 – Grants – RCLS – Good. Line 1506 – Dental Insurance – Normal insurance coverage, rates stayed the same. Line 1401 – Asst. Library Director III – No pay since February 2022. Line 1447 – Library Clerk, FT – Is zero because substitute Library Clerks have been covering. Line 1465 – Library Clerk/Typist Sub – High because subs have been covering for Library Clerk, FT. Line 1477 – Custodial Overtime –

Good. Line 1604 – Overdrive – High, will be increased for next budget. Line 1707 – Service Contracts – Security is included in this, will have separate budget line for next budget. Line 1828 – Training – High, will be increased for next budget. Ms. Kaiser moved to approve the Profit & Loss vs. Actual July 1, 2021 through April 14, 2022 report. Ms. Bookman seconded. Vote unanimous.

3. Checks: March 12 through April 14, 2022 – DEBIT 03/31/2022 – Deluxe for Business – Blank checks. Check #14577 – AAA Cooleration Service – Biannual preventive maintenance. Check #14593 – Let’s Groove Children’s Entertainment – Payment for March program. Check #14594 – Let’s Groove Children’s Entertainment – Payment for May program. Check #14599 – Page Turners Adventures, Inc. – Six week summer program. Check #14655 – Durivage, Maribeth - Watercolors for March. Check #14656 – Durivage, Maribeth – Watercolors for April. Check #14666 – Direct Energy Business – New third party Gas Company, Main branch. Check #14667 – Direct Energy Business – New third party Gas Company, Village branch. Check #14681 – Haverstraw – Stony Point Central School Di – Retirement bill. Check #14696 – TK Elevator – Quarterly payment. Ms. Kaiser moved to accept the Check Warrant for March 12, 2022 through April 14, 2022 in the amount of \$647,093.52. Ms. Crannage seconded. Vote unanimous.

4. Ms. Kaiser moved to accept the Resolutions as follows: To approve the attached list of transfers made from the TD Bank Sweep Account from March 12 through April 14, 2022. Ms. Bookman seconded. Vote unanimous. Ms. Kaiser moved to approve two Payroll Warrants with the pay dates of March 23 and April 26, 2022. These warrants are for payroll periods numbered 19 and 20 of the current fiscal year. Ms. Crannage seconded. Vote unanimous.

VII. DIRECTOR'S REPORT

Children’s programs are coming back strong and home schooling is well attended. Adult Services programs are a little slow at the moment. Ms. Crannage moved to accept the April 19, 2022 Director’s Report. Ms. Bookman seconded. Vote unanimous.

VIII. COMMITTEE REPORTS

1. Personnel – Nothing to report.

2. Policy – Nothing to report.

3. Buildings & Grounds – Pendant lights were installed on the Main Level of the Main Library.

4. Budget – Ms. Kaiser moved to adopt the Proposed Fiscal Year 2022 – 23 Operating Budget in the amount of \$6,618,278. Ms. Crannage seconded. Vote unanimous.

IX. OLD BUSINESS

Nothing to report.

X. NEW BUSINESS

Nothing to report.

XI. ADJOURNMENT

Ms. Kaiser moved to adjourn the meeting at 8:18 pm. Mr. Freeman seconded. Vote unanimous.

The next regular scheduled meeting is Tuesday, May 10, 2022 at 7:30 pm in the Community Room at the Main Library.

Submitted by: Tommy Russo, Clerk to the Board
May 6, 2022