MINUTES
HAVERSTRAW KING'S DAUGHTERS
PUBLIC LIBRARY
Board of Trustees Meeting
April 8, 2025
7:30 pm

HAVERSTRAW
KING'S DAUGHTERS
PUBLIC LIBRARY

Board Members Present
Richard S. Freeman, President
Stephen Cobb
Bonnie Koop
Sonia Burgos Crannage
Teriann DiCarlo

Board Members Absent
Gail Kaiser
Eileen Bookman

Staff
Claudia Depkin, Director
Lori Salotto, Assistant 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 7:33 pm.

II. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was recited.

III. RECEPTION OF VISITORS
There were no visitors.

IV. COMMUNICATIONS
Mr. Freeman read a letter the Library received from Maryanne O'Donnell commending the Paw Patrol Party we hosted on March 2 and presented by Frank Erlanger, Children's Librarian Aide. Ms. O'Donnell wanted to recognize Mr. Frank for his effort and wrote that a good time was had by all!

V. MINUTES

Ms. DiCarlo moved to accept the Minutes of the March 11, 2025 Board of Trustees Meeting. Ms. Koop seconded. Vote unanimous.

VI. FINANCIAL REPORTS

1. As of April 4, 2025 (41 weeks) we should be between 75% and 77% expended.

2. Line 1602 – Books-Teens – Low. Line 1726 – Equipment Replacement Fund – High pending upgrade to computers with Windows 11, this line will be increased for next Fiscal Year. Line 1849 – Museum Passes – High due to increased demand for vouchers for the Museum of Natural History. These vouchers are not loaned and need to be purchased when supply runs out. Also, Motorcyclepedia Museum, which used to be free, just instituted a $100 annual fee. Mr. Cobb moved to approve the Long Profit & Loss vs. Actual July 1 through April 4, 2025 report. Ms. Crannage seconded. Vote unanimous.

3. Checks – March 8 through April 4, 2025 – Check #17934 – AAA Cooleration Service, Inc. – Repair to actuator in the Staff Room. – Check #17945 – Midwest Tape LLC – Purchase of DVDs. Check #17954 – Backflow Joe's, Inc. – Fee for Annual Backflow Prevention Device Test. Check #17966 – Midwest Tape LLC – Fee for Hoopla Digital Media app. Check #18022 – Town of Haverstraw – Annual Fire Inspection. Check #18024 – Philadelphia Insurance Companies – Liability insurance. Ms. DiCarlo moved to accept the Check Warrant March 8 through April 4, 2025 in the amount of $610,834.23. Ms. Crannage seconded. Vote unanimous.

4. Ms. Koop moved to approve the attached list of transfers made from the TD Bank Sweep Account from March 8 through April 4, 2025. Ms. Crannage seconded. Vote unanimous. Mr. Cobb moved to approve two Payroll Warrants with the pay dates of March 19 and April 2, 2025 for payroll periods #19 and #20 of the current fiscal year. Ms. Crannage seconded. Vote unanimous.

VII. DIRECTOR'S REPORT

Ms. DiCarlo moved to accept the April 8, 2025 Director's Report. Mr. Cobb seconded. Vote unanimous.

VIII. COMMITTEE REPORTS

1. Personnel – Mr. Cobb moved to accept Cheryl Baker's resignation due to retirement from the position of Librarian I, Children's Services. The entire Board of Trustees seconded with a heartfelt thanks for Cheryl's service. Vote unanimous. Ms. Crannage move to appoint Michael Farese to the position of Page. Mr. Cobb seconded. Vote unanimous.

2. Budget – Ms. Koop moved to approve the Proposed Budget for Fiscal Year 2025-26 in the amount of $7,090,165. Ms. DiCarlo seconded. Vote unanimous.

Ms. DiCarlo moved to approve the following Municipal Cooperation Resolution:

WHEREAS, New York General Municipal Law, Article 5-G, Section 119-o (Section 119-o) empowers municipal corporations [defined in Article 5-G, Section 119-n to include school districts, boards of cooperative educational services, counties, cities, towns and villages, and districts] to enter into, amend, cancel, and terminate agreements for the performance among themselves (or one for the other) of their respective functions, powers, and duties on a cooperative or contract basis;

WHEREAS the Haverstraw King's Daughters Public Library wishes to invest portions of its available investment funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement Amended and Restated as of August 1, 2023;

WHEREAS the wishes to satisfy the safety and liquidity needs of their funds;

Now, therefore, it is hereby resolved as follows: That Claudia Depkin, Library Director of the Haverstraw King's Daughters Public Library is hereby authorized to participate in the NYCLASS program under the terms of the NYCLASS Municipal Cooperation Agreement Amended and Restated as of August 1, 2023. Ms. Koop seconded. Vote unanimous.

3. Buildings & Grounds – Nothing at this time.

4. Policy – Nothing at this time.

IX. OLD BUSINESS

Nothing to report.

X. NEW BUSINESS

Nothing to report.

XI. ADJOURNMENT

Ms. Crannage moved to adjourn the meeting at 8:19 pm. Mr. Cobb seconded. Vote unanimous.

The next regular scheduled meeting is Tuesday, May 13, 2025 at 7:30 pm in the Board Room at the Main Library.

Submitted by: Tommy Russo, Clerk to the Board
May 9, 2025