

**MINUTES  
HAVERSTRAW KING'S DAUGHTERS  
PUBLIC LIBRARY  
Board of Trustees Meeting  
November 11, 2025  
7:30 pm**



**HAVERSTRAW  
KING'S DAUGHTERS  
PUBLIC LIBRARY**

Board Members Present

Richard S. Freeman, President  
Stephen Cobb  
Sonia Burgos Crannage  
Teriann DiCarlo

Board Members Absent

Bonnie Koop  
Eileen Bookman

Staff

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

Guests

Donalee Berard of Berard & Associates, CPA's P.C.  
David Raiken of Berard & Associates, CPA's P.C.  
Joseph Rock

**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. A moment of silence was observed in honor of our late fellow Trustee and friend, Gail Kaiser.

**III. RECEPTION OF VISITORS**

Ms. Donalee Berard, Mr. David Raiken, and Mr. Joseph Rock were welcomed to the meeting.

#### **IV. COMMUNICATIONS**

Mr. Freeman read an email received by Library Director, Ms. Depkin from Ruchama Rosenfield. Ms. Rosenfield wanted to thank the library and those involved in arranging a section of books that cater to the needs of the Jewish children in the community. She went on to express appreciation of the efforts, "That enable us access to a wonderful library." Mr. Freeman then read another email Ms. Depkin received from Sheva Blobstein. Ms. Blobstein wrote to express her and her family's love for the community, especially the library after having moved to Thiells about three years ago. Having being recently informed by friends that the library has brought in books for the Jewish community she expressed her gratitude thus: "I just wanted to thank you for being sensitive and generous to provide books for us! It really means a lot!"

#### **V. MINUTES**

Ms. Crannage moved to accept the Minutes of the October 14, 2025 Board of Trustees Meeting. Ms. DiCarlo seconded. Vote unanimous.

#### **VI. FINANCIAL REPORTS**

1. We are presently 35.5 % to 36.5 % expended.

2. Long Profit & Loss vs. Actual July 1 through November 7, 2025 report. Line 1609 – Standing Orders-Elec Dbse – Fees for Consumer Reports, Ancestry, Libby, etc. Ms. DiCarlo moved to approve the Long Profit & Loss vs. Actual July 1 through November 7, 2025 report. Mr. Cobb seconded. Vote unanimous.

3. Checks – October 11 through November 7, 2025 – Check #18691 – AAA Cooleration Inc. – Boiler pump replacement. Check #18757 – U.S. Omni & TSACG Compliance Services – Past due retirement payments. Check #18758 – U.S. Omni & TSACG Compliance Services – Past due retirement payments. Ms. Crannage moved to accept the Check Warrant – October 11 through November 7, 2025 in the amount of \$1,227,890.44 Ms. DiCarlo seconded. Vote unanimous.

4. Mr. Cobb moved to approve the attached list of transfers made from the TD Bank Sweep Account from October 11 through November 7, 2025. Ms. Crannage seconded. Vote unanimous. Mr. Cobb moved to approve two Payroll Warrants with the pay dates of October 15 and October 29, 2025 for payroll periods #8 and #9 of the current fiscal year. Ms. DiCarlo seconded. Vote unanimous.

#### **VII. DIRECTOR'S REPORT**

Mr. Cobb moved to accept the November 11, 2025 Director's Report. Ms. Crannage seconded. Vote unanimous.

## **VIII. COMMITTEE REPORTS**

**1. Buildings & Grounds** – Ms. DiCarlo moved to approve dedicating the Teen Room at the Main Library in memory of trustee Gail Kaiser. Mr. Cobb seconded. Vote unanimous.

**2. Budget** – Ms. DiCarlo moved to approve the audited financial statements for the fiscal year ending June 30, 2025 as presented by Berard and Associates. Ms. Crannage seconded. Vote unanimous.

**3. Personnel** – Ms. DiCarlo moved to approve a motion to enter Executive Session at 8:22 pm to discuss the employment history of a particular employee, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of said employee. Ms. Crannage seconded. Vote unanimous. Ms. DiCarlo moved to accept the confidential personnel recommendations delivered by Grace Riario in "Investigation Report: Allegations of Harassment, Bullying, and Retaliation." Mr. Cobb seconded. Vote unanimous. Mr. Cobb moved to exit the Executive Session at 8:46 pm. Ms. DiCarlo seconded. Vote unanimous.

**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 8:47 pm. Mr. Cobb seconded. Vote unanimous.

The next regular scheduled meeting is Tuesday, December 9, 2025 at 7:30 pm in the Board Room at the Main Library.

Submitted by: Tommy Russo, Clerk to the Board  
December 5, 2025