

**MINUTES
HAVERSTRAW KING'S DAUGHTERS
PUBLIC LIBRARY
Board of Trustees Meeting
December 9, 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
Eileen Bookman

Board Members Absent

Staff

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

Guests

Ljiljana Jelic-Cumento

I. CALL TO ORDER

Mr. Freeman called the meeting to order at 7:32 pm.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

III. APPOINTMENT TO FILL VACANT TRUSTEE SEAT

Ljiljana Jelic-Cumento was sworn in as Trustee by Richard S. Freeman, Haverstraw King's Daughters Library Board of Trustees President.

IV. RECEPTION OF VISITORS

There were no visitors.

V. COMMUNICATIONS

There were no communications.

VI. MINUTES

Mr. Cobb moved to accept the Minutes of the November 11, 2025 Board of Trustees Meeting. Ms. Crannage seconded. Vote unanimous.

VII. FINANCIAL REPORTS

1. After 158 days into the current fiscal year we are 43.3% expended.

2. Long Profit & Loss vs. Actual July 1 through December 5, 2025 report. Line 08 – Lost Item Recovery – Good. Line 23 – Passport Fees – Good. Line 1609 – Standing Orders-Elec Dbse – High, annual subscription paid. Line 1716 – Repair & Maintenance-Vllge – High due to boiler repairs. Line 1718 – Insurance – High; lump sum paid, remainder will be monthly. Line 1830 – Travel – Represents lodging for three staff members attending the 2025 NYLA Conference. Ms. DiCarlo moved to approve the Long Profit & Loss vs. Actual July 1 through December 5, 2025 report. Ms. Koop seconded. Vote unanimous.

3. Checks – November 8 through December 5, 2025 – Check #18799 – Hauser Bros., Inc. – Boiler work in the Village branch. Check #18822 - Frontline Data Services – Equipment replacements and purchases. Ms. Bookman moved to accept the Check Warrant – November 8 through December 5, 2025 in the amount of \$188,633.35. Mr. Cobb seconded. Vote unanimous.

4. Ms. DiCarlo moved to approve the attached list of transfers made from the TD Bank Sweep Account from November 8 through December 5, 2025. Ms. Jelic-Cumento seconded. Vote unanimous. Ms. Bookman moved to approve two Payroll Warrants with the pay dates of November 12 and November 26, 2025 for payroll periods #10 and #11 of the current focal year. Ms. Jelic-Cumento seconded. Vote unanimous.

VIII. DIRECTOR'S REPORT

Ms. Depkin wished to add to the Directors Report that the library received its construction grant for the installation of security cameras. Regarding Personnel, Ms. Depkin wished to make a change that the library will be establishing one Librarian III (Children's) to be department head instead of three. Ms. Koop moved to accept the December 9, 2025 Director's Report. Ms. Bookman seconded. Vote unanimous.

IX. COMMITTEE REPORTS

1. **Personnel** – Mr. Cobb moved to establish one Librarian III (Children's Services) position. Ms. Crannage seconded. Vote unanimous.

2. **Policy** – Nothing at this time.

3. **Buildings & Grounds** – Nothing at this time.

4. **Budget** – Nothing at this time.

X. OLD BUSINESS

Nothing to report.

XI. NEW BUSINESS

Due to the passing of Ms. Gail Kaiser, two Committee appointments needed to be filled. Mr. Cobb moved to appoint Ljiljana Jelic-Cumento to the Budget Committee. Ms. Koop seconded. Vote unanimous. There was a motion to appoint Ms. Bookman to the Policy Committee. However, it was discovered afterward that the wrong Slate of Committees was referenced and Ms. Bookman is currently on that Committee. A new motion regarding the Policy Committee appointment will be made at the next Board of Trustees Meeting on January 13, 2026.

XII. ADJOURNMENT

Ms. DiCarlo moved to adjourn the meeting at 8:21 pm. Ms. Crannage seconded. Vote unanimous.

The next regular scheduled meeting is Tuesday, January 13, 2026 at 7:30 pm in the Board Room at the Main Library.

Submitted by: Tommy Russo, Clerk to the Board
January 9, 2026