Minutes

Meeting called to order by Susanne Vondrak at 7:04 PM.

I. Roll: Janine Bixler, Tom Dames, Elisabeth Hellwege, Christine McDonald, Roberta Sherman, Susanne Vondrak, Karen LaRocca-Fels (Library Director), Rosaleen Leahy (Library Staff), Lisa SinClair (Library Staff), Pat Rovello (Minutes). Excused: Carol Stein, Karen Staples (Treasurer).

II. A motion was made for the disposition of the minutes by Susanne Vondrak, seconded by Roberta Sherman, and was unanimously approved with no discussion.

III. Oaths of Office were taken by Tom Dames and Susanne Vondrak, in which they read a sworn oath and signed copies of each oath. Karen Staples will take the Oath of Office at the next Board Meeting.

IV. Nomination and Appointment of Officers: a motion to approve the following slate as written was made by Roberta Sherman and seconded by Tom Dames, and was unanimously approved.
   a. President: Christine McDonald
   b. Vice President: Susanne Vondrak
   c. Secretary: Janine Bixler
   d. Treasurer: Karen Staples

V. Committee appointments:
   A. Budget & Finance Committee: Carol Stein-Chair, Tom Dames, Christine McDonald.
   B. Building Committee: Susanne Vondrak-Chair, Tom Dames, Elisabeth Hellwege
   C. Garden Committee: Janine Bixler-Chair, Roberta Sherman, Susanne Vondrak
   D. Personnel Committee: Roberta Sherman-Chair, Janine Bixler, Elisabeth Hellwege

VI. Bank of Deposit-J.P Morgan Chase, Orange County Trust, First Niagara. Motion made by Susanne Vondrak, seconded by Roberta Sherman

VII. Accounts:
   a. Trust & Agency
   b. Payroll
   c. General Fund Savings
   d. Capital Fund
   e. Memorial Fund
      Motion by Susanne Vondrak, seconded by Roberta Sherman

VIII. Appointments
   a. Media – Cornwall Local and/or Sentinel
   b. Attorney – Jacobowitz & Gubits, LLP
   c. Auditor – Nugent & Haeussler
IX. Confirmation of petty cash account:
   A. General Petty Cash $250.00
   Motion by Roberta Sherman, seconded by Janine Bixler and was unanimously approved.

X. Authorization for payments before warrant for:
   A. Utility bills, payroll, health insurance, telephone and FIOS bills, contractual copiers.
   Motion by Susanne Vondrak, seconded by Roberta Sherman - needs to be done each year

XI. Adjournment - 7:20 pm by Chris McDonald. Motion by Elisabeth Hellwege, seconded by Roberta Sherman.