

**Cornwall Public Library  
Board of Trustees**

**September 9, 2014**

**7:00 to 9:00 PM**

**Minutes**

Meeting called to order by Susanne Vondrak at 7:06 PM

- I. Roll: Elisabeth Hellwege, Suzanne Vizethann, Janine Bixler, Susanne Vondrak, Christine McDonald, Carol Stein, Roberta Sherman, Karen LaRocca-Fels, Library Director, Karen Staples, Treasurer, Library staff member Ellen Winchell (minutes).
- II. A motion to approve the minutes of August 19, 2014 as amended made by Janine Bixler, seconded by Elisabeth Hellwege and unanimously approved.
- III. Financial Review: A motion to approve the Profit and Loss report vs actual for July 2013 to June 2014 made by Carol Stein, seconded by Roberta Sherman. Following discussion, a motion to approve Warrant #2, in the amount of \$71,194.38 was made by Suzanne Vizethann, seconded by Carol Stein and unanimously approved.
- IV. Public Remarks: none
- V. Communications: none. Meeting Room Use: An Application for Use of Community Room was received from Linda Nielsen on September 9, 2014. The use is for an Art exhibition for Carley Nielsen, a senior at Cornwall Central High School. The anticipated attendance for this event is 40 persons. After much discussion it was determined that additional information is needed and Karen LaRocca-Fels will follow up with the applicant. Donations: \$3,983.00 was received from RCLS. This amount represents 90% of the state's appropriated amount due to member libraries for the 2014-2015 Local Library Service Aid (LLS). LLSA is calculated by taking the 2010 Census Population figures and multiplying them by \$.31 per capita.
- VI. Director's Report: see written report. We have learned that our library was one of two libraries that won the RCLS Staff Summer Reading Challenge. We were challenged to read the book Expect More:

Demanding Better Libraries for Today's Complex World by R. David Lankes and to participate in the system-wide online discussion about the book and the future of libraries in general. The fall Story Walk kickoff will be on September 13 and 14 at the Wildlife Center of the Hudson Highlands Nature Museum. We have made arrangements for library service for the school year for the students at Storm King School. Beth Texter and Samantha Crosbie will be representing the library at the Fall Fest on September 21<sup>st</sup>. The original library survey was located by Karen LaRocca-Fels, thus, saving the library the cost of getting a new one. Rosaleen Leahy has planned another round of career workshops and job coaching sessions, starting in September. These programs are part of a grant-funded initiative through RCLS and will, in all likelihood, be well-attended, based on past participation.

VII. Staff Report: see minutes.

VIII. Committee Reports

a. Building Committee:

- ii. Update: Thank you from Susanne Vondrak to all the Trustees for attending all the recent additional meetings. The school board agreed to put the debt on their budget but as a separate line item on the tax bill. We hope to have copy of the resolution before the September 22<sup>nd</sup> Board of Education meeting.
- iii. Financing terms: The Trustees can choose the term. At this time based on the Debt Service Schedule, a timeline of 20 years is being considered. Resolution: see attached. On a motion by Trustee Elisabeth Hellwege, seconded by Trustee Roberta Sherman the foregoing resolution was adopted on a vote of seven Ayes, 0 Nays. Dated: September 9, 2014.
- iv. The Cornwall Public Library Board of Trustees resolves to designate Christine McDonald as representative of the board in matters relating to the bond election and vote and to authorize him/her to make decisions regarding the election on the Library Board's behalf. On a motion by Trustee Elisabeth Hellwege, seconded by Trustee Suzanne Vizethann.

b. Media Committee: None

c.Foundation and Friends: Thank you for supporting the Golf Outing. The Golf Tournament is Friday September 12, 2014. You have until that date to turn in sold raffle tickets.

IX. Unfinished Business:

a. Art displays: will be discussed at the next regular Board meeting, October 14, 2014.

b. Whistleblower and Conflict of Interest policies: will be discussed at the next regular Board meeting, October 14, 2014.

X. New Business: Roberta Sherman was honored for her years of volunteering and dedication to the Food Bank of the Hudson Valley.

XI. Executive Session: None: A motion to adjourn at 8:30PM was made by Christine McDonald, seconded by Elisabeth Hellwege.

Next Regular Board meeting date: October 14, 2014, 7:00 PM.