

**Cornwall Public Library
Board of Trustees**

November 11, 2014

7:00 to 9:00 PM

Minutes

Meeting called to order by Susanne Vondrak at 7:03 PM

- I. Roll: Elisabeth Hellwege, Suzanne Vizethann, Janine Bixler, Susanne Vondrak, Carol Stein, Christine McDonald, Roberta Sherman, Karen LaRocca-Fels, Library Director, Library staff member Ellen Winchell (minutes) Excused: Karen Staples, Treasurer.
- II. A motion to approve the minutes of October 14, 2014 made by Carol Stein, seconded by Roberta Sherman and unanimously approved.
- III. Financial Review: Following discussion, a motion to approve Warrant #4, in the amount of \$78,469.86 was made by Elisabeth Hellwege, seconded by Janine Bixler and unanimously approved.
- IV. Public Remarks: none
- V. Communications: none. Meeting Room Use: An Application for Use of Community Room was received from George Toth. Mr. Toth will hold an educational information meeting to introduce the public to Alternative Counseling, Hypnosis and Wellness. The anticipated attendance for this event is 10-15 persons. The requested use date is January 24, 2015. The meeting room use was approved. Donations/Grants/Income: \$549,733.50 was received from the Cornwall Central School District for our operating budget. A notice for a \$50,000 grant for the rehabilitation project was received from the Senate of the State of New York through Senator William J. Larkin.
- VI. Director's Report: see written report.
- VII. Staff Report: see minutes.
- VIII. Committee Reports
 - a. Media Committee: The committee met on Monday. Informational vote cards should be received by Cornwall School District taxpayers between Thursday and Friday of this week. There will be a one quarter page ad in the Cornwall Local and a

reminder call prior to the vote, both paid for by the Friends and Foundation. The Board of Trustees granted permission for a limited amount of alcohol to be served after the vote should a celebration be warranted. Susanne Vondrak thanked Karen LaRocca-Fels for always keeping the library on track no matter how many challenges are faced, or obligations that need to be met, and doing so in such a professional fashion. Susanne also stated that it is such a pleasure to work on this project with Karen. Karen LaRocca-Fels, thanked the Board of Trustees for their ongoing support and additionally thanked the staff of the Cornwall Public Library for supporting her work and allowing her to delegate when necessary, with confidence.

b. Building Committee:

i. Bond-Tax Cap Tax Levy Limit Override: In the unlikely event that the debt service for the bond for the Cornwall Public Library will not reside on the school district's ledger, as per past practice, the Library board agrees to exceed the tax levy limit for the purposes of the debt service for the bond, to be voted on by the public on November 18, 2014, to finance the renovation and expansion project for the library building. A motion to approve the Tax Levy Limit override was made by Elisabeth Hellwege, seconded by Carol Stein.

ii. Update: Sound mitigation is scheduled to begin December 7th and finish on December 24th. A Building Committee meeting is scheduled for November 18th at 8:00 PM. The color for the sound mitigation panel is to be discussed.

c. Foundation and Friends: \$9,500.00 was raised by the Foundation from the Golf Tournament. Two new members have been added to the Foundation: Monique Summerfield and Nancy Peckingham.

IX. Unfinished Business: Conflict of Interest Policy:

a. Conflict of Interest Policy: A motion to adopt the Conflict of Interest policy as amended, made by Elisabeth Hellwege, seconded by Roberta Sherman.

b. Whistleblower policy was tabled.

X. New Business:

a. Sound Mitigation Project: Awarding of Bid- The bids for the sound mitigation project were reviewed by Butler Rowland Mays Architects, LLP. After much discussion, a motion to award the bid to Prestige Building

Company, the lowest bidder, was made by Carol Stein, seconded by Janine Bixler and unanimously approved.

XI. Executive Session: A motion to move to Executive Session at 8:45PM by Roberta Sherman, seconded by Christine McDonald. The performance of an employee was discussed. Motion to end Executive Session at 9:34PM made by Carol Stein, seconded by Janine Bixler. Motion to adjourn regular meeting at 9:37 PM made by Roberta Sherman, seconded by Janine Bixler.

Next Regular Board meeting date: December 9, 2014 7:00 PM.