

Minutes of the Four County Library System Board Meeting
December 3, 2018 2:00 p.m.
Four County Library System
Vestal, NY

Trustees Present: **Alaina Rullo**
 Donna Jones-Wright
 Jan Orzel
 Wendy Caldiero
 Sandy Sheradin
 Robert Gouldin
 Alice Mahardy

Excused: **Carrie Fishner**
 Marilyn Kochersperger

Absent:

Others Present: **Sherry Gorman, Administrative Assistant**
 Eve Randall, Finance Officer

A.Rullo called the meeting to order at 2:02.

Public Participation

There was no public participation.

Minutes

On the motion of W. Caldiero, seconded by J. Orzel, the board approved the minutes of the September 21, 2018 Board meeting. All in favor.

Executive Director:

Executive Director's report was reviewed.

Personnel Action

On the motion of J. Orzel, seconded by D. Jones-Wright, the Board accepted the resignations of:
Jeffrey Jeffords, Facility Manager effective 9-28-18.
Kathleen Jones, Copy Cataloger effective 11-9-18.
Nicole Albright copy Cataloger effective 12-7-18.
All in favor.

On the motion of B. Gouldin, seconded by W. Caldiero, the Board approved the hiring of:
Robert Brown, Facility Manager effective 10-22-18 at an annual salary of \$37,000, and
Andreas Metzger, ILS Specialist effective 11-5-18 at an annual salary of \$33,150.
All in favor.

Financial reports:

On the motion of J. Orzel, seconded by W. Caldiero, the Board approved the Bank Reconciliation Statements for September and October 2018. All in favor.

On the motion of B. Gouldin, seconded by W. Caldiero, the Board approved the Profit and Loss Statements for September and October 2018. All in favor.

On the motion of W. Caldiero, seconded by S. Sheradin, the Board approved the Budget-to-Actual Reports for September and October 2018. All in favor.

On the motion of J. Orzel, seconded by W. Caldiero, the Board approved the 2019 Budget. All in favor.

On the motion of W. Caldiero, seconded by S. Sheradin, the Board approved the the year end transfers needed. All in favor.

Committee Reports:

- A. **Governance Committee:** - **W. Caldiero (Chair)** No report
S. Sheradin may have someone interested in being a 4CLS Trustee.
- B. **Finance Committee:** - **S. Sheradin (Chair)** No report
- C. **Executive Committee:** - **A. Rullo (Chair)** No report
- D. **Personnel Committee:** - **W. Caldiero (Chair)** No report

Committee met on 8/9/18 and revised wording in 6 personnel policies, to be brought to the Board for approval.

- E. **Central Library Advisory Committee (CLAC)** - **M. Kochersperger** No report

NEW BUSINESS

OTHER

On the motion of W. Caldiero, seconded by S. Sheradin, the Board approved the closing at noon on December 17, 2018 for the staff to attend their annual holiday luncheon. All in favor.

10. MEETING DATES FOR 2019

DATE	DAY	TYPE	TIME	LOCATION
January 25, 2019	Friday	Regular	2:00	Wm. B. Ogden Free Library, Walton
March 25, 2019	Monday	Regular	1:00	Huntington Mem. Library, Oneonta
May 10, 2019	Friday	Regular	12:00	Afton Free Library
June 3, 2019	Monday	Annual Dinner Meeting	6:00	TBD
June 20, 2019	Thursday	Organizational	6:30	Four County Library System
September 23, 2019	Monday	Regular	6:00	Oxford Memorial Library
November 20, 2019	Wednesday	Regular	2:00	M. Wilcox Mem. Library, Whitney Pt.

On the motion of J. Orzel, seconded by A. Mahardy, the Board adjourned the meeting at 2:50 pm. All in favor.

Minutes prepared by Sherry Gorman, Administrative Assistant.

Signed,

M. Kochersperger, Secretary