

**Minutes of the Four County Library System Board Meeting**  
**September 21, 2018 6:30 p.m.**  
**Four County Library System**  
**Vestal, NY**

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

**Excused:** Robert Gouldin  
Carrie Fishner  
Marilyn Kochersperger

**Absent:**

**Others Present:** Steven J. Bachman, Executive Director  
Sherry Gorman, Administrative Assistant  
Eve Randall, Finance Officer

A.Rullo called the meeting to order at 2:03.

All present agreed to change the time of November 16<sup>th</sup> meeting to start at 1:00 instead of 2:00.

**Public Participation**

There was no public participation.

**Minutes**

On the motion of J. Orzel, seconded by S. Sheradin, the board approved the minutes of the June 21, 2018 Board meeting.

**Executive Director:**

Executive Director's report was reviewed.

**Personnel Action**

On the motion of W. Caldiero, seconded by J. Orzel, the Board approved the hiring of Timothy Main to the position of Bookmobile Driver at a rate of \$15.00/hour, effective 9/11/18.

**Financial reports:**

On the motion of W. Caldiero, seconded by S. Sheradin the Board approved the Bank Reconciliation Statements for June, July and August 2018.

On the motion of J. Orzel, seconded by W. Caldiero, the Board approved the Profit and Loss Statements for June, July and August 2018.

On the motion of J. Orzel, seconded by W. Caldiero, the Board approved the Budget-to-Actual Reports for June, July and August 2018.

On the motion of J. Orzel, seconded by S. Sheradin, the Board approved 2019 Draft Budget to be referred to the Finance committee for review.

**Committee Reports:**

**A. Governance Committee: - W. Caldiero (Chair)**  
Will be sending out a Press release in the Delaware county paper and Walton Reporter to fill the vacant Trustee chair.

**B. Finance Committee: - S. Sheradin (Chair)** No report

**C. Executive Committee: - A. Rullo (Chair)** No report

**D. Personnel Committee: - W. Caldiero (Chair)**

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 - M. Kochersperger** Phone meeting  
**Committee (CLAC)**

Committee met 9/17/18 and approved draft 2019 CLDA/CBA budget, to be brought to the Board for approval.

**NEW BUSINESS**

On the motion of J. Orzel, seconded by S. Sheradin, the Board approved the NYS Construction Aid Applications.

On the motion of D. Jones-Wright, seconded by A. Rullo, the Board approved Personnel Policies 1, 2, 3, 4, 5, and 14.

On the motion of A. Mahardy, seconded by W. Caldiero, the Board approved 2019 CLDA/CBA Budget.

**OTHER**

On the motion of W.Caldiero, seconded by A. Rullo, the Board adjourned the meeting at 3:16 pm.

Minutes prepared by Sherry Gorman, Administrative Assistant.

Signed,

M. Kochersperger, Secretary