

Minutes of the Four County Library System Board Meeting
November 20, 2019 2:00 p.m.
Four County Library System
Vestal, NY

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

Excused: Robert Gouldin
Marilyn Kochersperger
Carrie Fishner

Absent:

Others Present: Steve Bachman, Executive Director
Sherry Gorman, Administrative Assistant
Eve Randall, Finance Officer

The meeting was called to order at 2:00

Public Participation

There was no public for participation.

Minutes

On the motion of J. Orzel, seconded by W. Caldiero, the board approved the minutes of the September 23, 2019 Board meeting. All in favor.

Executive Director:

Executive Director's report was reviewed.

Personnel Action

On the motion of S. Sheradin, seconded by J. Orzel, the Board approved the hiring of JoEllen Dorak-Tarcha to the position of Finance Officer at an annual salary of \$45,000 effective November 25, 2019. All in favor.

Financial reports:

On the motion of W. Caldiero, seconded by A. Mahardy, the Board approved the Bank Reconciliation Statements for September and October 2019. All in favor.

On the motion of J. Orzel, seconded by S. Sheradin, the Board approved the Income Statements (**Profit & Loss**) for September and October 2019. All in favor.

On the motion of S. Sheradin, seconded by D. Jones-Wright, the Board approved the Budget-to-Actual Reports for September and October 2019. All in favor.

On the motion of W. Caldiero, seconded by S. Sheradin the Board approved the 2020 Budget. All in favor.

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

Committee Reports:

- A. **Governance Committee:** - **W. Caldiero (Chair)**
Committee assignments were confirmed for 2020.
- B. **Finance Committee:** - **S. Sheradin (Chair)** No Report
- C. **Executive Committee:** - **A. Rullo (Chair)** No report
- D. **Personnel Committee:** - **W. Caldiero (Chair)** No report
- E. **Central Library Advisory Committee (CLAC)** - **M. Kochersperger** No report

NEW BUSINESS

On the motion of J. Orzel, seconded by W. Caldiero, the Board approved the Central Library Development Aid Budget as submitted. All in favor.

OTHER

On the motion of A. Rullo, seconded by W. Caldiero, the Board approved closing the building at noon on Wednesday, December 11, 2019 to allow 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.

11. MEETING DATES FOR 2020

DATE	DAY	TYPE	TIME	LOCATION
January 24, 2020	Friday	Regular	2:00	Huntington Mem. Library, Oneonta
March 23, 2020	Monday	Regular	1:00	Wm. B. Ogden Free Library, Walton
May 15, 2020	Friday	Regular	12:00	Afton Free Library
June 1, 2020	Monday	Annual Dinner Meeting	6:00	Silo Greene, NY
June 18, 2020	Thursday	Organizational	6:30	Four County Library System
September 21, 2020	Monday	Regular	6:00	Guernsey Memorial Library, Norwich, NY
November 18, 2020	Wednesday	Regular	2:00	M. Wilcox Mem. Library, Whitney Pt.

On the motion of W. Caldiero, seconded by S. Sheradin, the Board adjourned the meeting at 2:35 pm. All in favor.

Minutes prepared by Sherry Gorman, Administrative Assistant.

Signed,

M. Kochersperger, Secretary