

Minutes of the Four County Library System Board Meeting

March 23, 2020 1:00 p.m.

Four County Library System

Vestal, NY

Teleconference

S. Bachman called attendance:

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

Excused: Robert Gouldin

Absent:

Others Present: Steve Bachman, Executive Director
Sherry Gorman, Administrative Assistant
JoEllen Dorak-Tarcha, Finance Officer

A.Rullo: Called meeting to order at 1:06pm

Public Participation

There was no public for participation.

Minutes

On the motion of J. Orzel, seconded by S. Sheradin, the board approved the minutes of the January 24, 2020 Board meeting. All in favor.

Executive Director:

S. Bachman stated this past week has been interesting with libraries closing due to the pandemic. He briefly described efforts to maintain open communications with the member libraries and statewide colleagues.

All 4CLS libraries are currently closed with no date of when they can be opened.

Focus is on serving patrons remotely

Financial reports:

On the motion of S. Sheradin, seconded by M Kochersperger, the Board approved the Bank Reconciliation Statements for January and February 2020. All in favor.

On the motion of S. Sheradin, seconded by M. Kochersperger, the Board approved the Income Statements (**Profit & Loss**) for January and February 2020. All in favor.

On the motion of W. Caldiero, seconded by M. Kochersperger, the Board approved the Budget-to-Actual Reports for January and February 2020. All in favor.

Committee Reports:

- | | | | |
|----|--|-----------------------|-----------|
| A. | Governance Committee: | - W. Caldiero (Chair) | No Report |
| B. | Finance Committee: | - S. Sheradin (Chair) | No Report |
| C. | Executive Committee: | - A. Rullo (Chair) | No report |
| D. | Personnel Committee: | - W. Caldiero (Chair) | No report |
| | Emergency Closure policy DOC# 20-15 | | |

After discussion regarding the financial picture of 4CLS,

On the motion of S. Sheradin, seconded by A. Mahardy, the Board approved the Emergency Closure Policy & Resolution. All in favor.

Roll Call Vote: W.Caldiero – approve
A. Rullo - approve
S. Sheradin – approve
J. Orzel - approve
M. Kochersperger – approve
C. Fishner - approve
D. Jones-Wright – approve
A. Mahardy - approve

- | | | | |
|----|--|--------------------|-----------|
| E. | Central Library Advisory Committee (CLAC) | - M. Kochersperger | No report |
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NEW BUSINESS – IRS 990

On the motion of W. Caldiero, seconded by J. Orzel the Board approved the IRS 990 for 2019.
All in favor.

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	Teleconference
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 M. Kochersperger, the Board adjourned the meeting at 1:39 pm. All in favor.

Minutes prepared by Sherry Gorman, Administrative Assistant.

Signed,

M. Kochersperger, Secretary