

**Minutes of the Four County Library System Board of Trustees Meeting**

**June 24, 2021**

Four County Library System

Vestal, NY

---

Trustees Present: Wendy Caldiero  
Jan Orzel  
Donna Jones-Wright  
Alaina Rullo  
Derek Johnson

Excused: Alice Mahardy  
Robert Gouldin  
Carrie Fishner  
Marilyn Kochersperger

Absent:

Others Present: Steven Bachman, Executive Director  
JoEllen Dorak-Tarcha, Finance Officer  
Heather Johnson, William B Ogden Memorial Library

The meeting was called to order at 6:04 PM:

**Public Participation**

None

**Minutes**

On the motion of J. Orzel, seconded by A.Rullo, the board approved the minutes of the May 14, 2021 meeting. All in favor.

**Executive Director's Report**

Restrictions lifted for vaccinated 4cls workers as per the OSHA and NYS guidelines.

On the motion of A.Rullo, seconded by W.Caldiero, approved termination of Bruce Laubacker from the position of Facilities Manager effective May 28, 2021 - All in Favor

**Financial Reports**

On the motion of J.Orzel, seconded by D.Jones-Wright, the board approved the bank reconciliation statements for May (DOC 21-24). All in favor

On the motion of A.Rullo, seconded by W.Caldiero, the board approved the Profit & Loss statements for May (DOC 21-25). All in favor

On the motion of J.Orzel, seconded by A.Rullo, the board approved the budget to actual reports for May (DOC 21-26). All in favor

### **Committee Reports**

- A. Governance Committee (C.Fishner)—
  - a. On the motion of W.Caldiero, seconded by J.Orzel, appoint Tina Roalef to fill a vacant board seat. All in favor
  - b. On the motion of A.Rullo, seconded by D.Jones-Wright, appoint Louise Perry to fill a vacant board seat. All in favor
  - c. On the motion of D.Jones-Wright, seconded by D.Johnson, the following slate of officers is approved:
    - i. President – Alaina Rullo
    - ii. Treasurer – Jan Orzel
- B. Finance Committee – Committee met 6/22/2021 to review and propose budget revisions. On the motion of J.Orzel, seconded by D.Jones-Wright, the budget revisions (DOC 21-27) are approved. All in favor.
- C. Executive Committee – No Report
- D. Personnel Committee – No Report
- E. Central Library Advisory Committee – Met 5/24/2021 to revise CLDA/CBA budget.

### **New Business**

On the motion of W.Caldiero, seconded by A.Rullo, the board approved the annual procedural resolutions (DOC 21-28). All in favor.

On the motion of J.Orzel, seconded by M.Kochersperger, the board approved the CLDA/CBA budget revisions (DOC 21-29). All in favor.

### **Other**

Conflict of Interest Forms (DOC-21-30) were distributed.

Locations will be determined for the remaining meetings in 2021.

Meeting Dates for 2021

DATE	DAY	TYPE	TIME	LOCATION
January 22	Friday	Regular	2:00 PM	GoToMeeting
March 22	Monday	Regular	1:00 PM	GoToMeeting
May 14	Friday	Regular	12:00 PM	GoToMeeting
June 7	Monday	Annual Meeting	6:00 PM	GoToMeeting
June 24	Thursday	Organizational	6:00 PM	4CLS HQ

September 20	Monday	Regular	6:00 PM	TBD
November 17	Wednesday	Regular	2:00 PM	TBD

### **Adjournment**

On the motion of W.Caldiero, seconded by J.Orzel, the board adjourned the meeting at 6:48.