

The Nyack Library
Minutes of the Regular
Board of Trustees Meeting
Monday, April 13, 2020

Present:

E. Michael Growney, **President**
Ellyse Okin Berg, **Vice President**
Debra Karten, **Secretary**
Brian Murrell, **Treasurer**
Peter Danish
Tamara Jhashi
Michael Penn
Roger Seiler
Bebb Wheeler Stone
Cora Sarjeant Wilder
Valerie Williams-Sanchez

Absent:

***=Excused**

Staff: Angela Strong, Library Director
Sharon Alfano, Business Manager
Minerva Parker, Board Clerk

Visitor:

Call to Order:

The Board President Mr. Growney called the Regular Monthly Meeting to order, via teleconference, at 7:32 p.m.

Agenda Approval:

Upon motion by Ms. Berg, seconded by Ms. Karten, it was resolved to approve the proposed agenda, with amendments to #5. Finance Committee and #7. Old Business-Resolution to confirm Mr. Seiler as a member of the Executive Committee. The yes votes were unanimous, 11-0.

Review of the Minutes:

Upon motion by Ms. Berg, seconded by Ms. Karten, it was resolved to approve the Minutes of the Regular Meeting of March 9, 2020. There were 8 yes votes, Mr. Seiler, Ms. Williams-Sanchez and Mr. Danish abstained.

Minutes of the Special Meeting, March 15, 2020 were approved at the March 22, 2020 Special Meeting.

Upon motion by Mr. Danish, seconded by Dr. Stone, it was resolved to approve the Minutes of the Special Meeting of March 22, 2020. There were 9 yes votes, Mr. Penn and Ms. Karten abstained.

Public Comments:

None.

Director's Report:

Mrs. Strong reviewed her report with the Board. Mrs. Strong reported that the staff is doing a great job developing on-line services for the public and the staff. Several programs have been scheduled through Zoom. The timeclock program has crashed, so, we are in the process reviewing vendors for a new timeclock program. Mrs. Strong stated she continues to work on the Health Insurance Program with the NLSA team. Mrs. Strong is working with Greenpoint Maintenance Service, the cleaning contractor to clean book shelves and other areas for a deep cleaning while the library is closed.

Upon motion by Ms. Berg, seconded by Mr. Penn, the Personnel Actions were unanimously accepted. The yes vote 11-0.

Upon motion by Mr. Danish, seconded by Ms. Karten, the Inventory report was unanimously accepted. The yes vote 11-0.

Committee Reports:

Development Committee:

Upon motion by Mr. Danish to accept the Gifts & Grants Report for March 2020, and seconded by Ms. Berg, the Board resolved to accept with appreciation \$899.94 in Designated support to the Annual Appeal 2020 and \$17.60 in Seed Exchange support. The 2020 Annual Development Appeal total to date has brought in \$19,743.94 in donations. The yes vote was unanimous 11-0.

Finance Committee:

Mr. Murrell reported for the Committee about a request of rent relief support from some DePew House Tenants, through the Cares Act, due to Covid19. The Board discussed the possibilities in detail.

Upon motion by Ms. Berg, seconded by Dr. Jhashi, the Board agreed to reduce the rent by 25% for all tenants at the DePew House, as of April 1, 2020 for a period of three months. The Board unanimously agreed, 11-0.

Financial Reports:

Treasurer's Report:

Mr. Murrell reviewed the Treasurer's Report in detail with the Board. On March 31 the available cash in the Operating & Reserve Accounts was \$1,397,621. The remaining balance of the property tax revenue, \$398,494 is expected in April. On March 31 the Library had \$7,411,224 in long term debt on the 2017 tax exempt bonds with TD Bank. The Library and DePew House operated at a \$249,242 surplus year-to-date FY2020. Due to restrained purchasing and open positions the Library operations accounted for a \$207,307 surplus. DePew House operated at a \$41,935 surplus, through February 2020.

Upon motion by Mr. Murrell and seconded by Ms. Berg, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for March 2020 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer: General Fund Expenses of \$46,997.07, Rental Fund Expenses of \$1,302.84, Debt Fund Expenses for \$36,322.90, Payroll Disbursement for pay date March 13, 2020 for \$55,141.87, and Payroll Disbursement for pay date March 27, 2020 for \$52,659.87 for a total of \$192,424.55. The yes votes, 11-0.

Upon motion by Ms. Williams-Sanchez, seconded by Mr. Danish, the Board unanimously approved the Treasurer's Report and Financial Statements, 11-0.

Old Business:

Upon motion by Mr. Growney, to correct an omission, Nunc Pro Tunc, to add Mr. Seiler as a member of the Executive Committee at the January 2020 board meeting, seconded by Mr. Murrell, the Board unanimously approved. The yes vote 11-0.

New Business:

Mrs. Strong reported to the Board that the HVAC condenser coil for the rooftop unit needs to be replaced. The cost is \$13,550 and the job would take 4 – 6 weeks to complete.

Upon motion by Ms. Berg, seconded by Mr. Murrell, the Board approved the cost to replace the HVAC condenser coil unanimously. The yes vote 11-0.

Mr. Growney asked about steps to take to re-open the library. Mrs. Strong stated she will begin speaking with Department Heads about the details necessary to address opening the building.

Public Comments:

None.

Adjournment:

Upon motion by Mr. Seiler, seconded by Mr. Danish, it was resolved to adjourn the meeting at 8:28 p.m. The yes vote was unanimous, 11-0.

Respectfully submitted,

Minerva Parker

Board Clerk