

The Nyack Library
Minutes of the Regular
Board of Trustees Meeting
Monday, June 8, 2020

Present:

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

Absent:

Peter Danish

***=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 7:40 p.m. The Board opened with a moment of silence in honor of George Floyd, the man killed by a Minneapolis Police Officer.

Agenda Approval:

Upon motion by Mr. Seiler, seconded by Ms. Berg, it was resolved to approve the proposed agenda. The yes votes were unanimous, 10-0.

Review of the Minutes:

Upon motion by Ms. Karten, seconded by Dr. Jhashi, it was resolved to approve the Minutes of the Regular Meeting of May 11, 2020, with a correction under Director's Report, the last sentence to read, Mrs. Strong and Sharon Aperto donated 2 iPads no longer in use. The yes votes were unanimous, 10-0.

Public Comments:

None.

Director's Report:

Mrs. Strong reviewed her report with the Board. May was a busy month with meetings. Enrollment in the Health and Dental Insurance were finalized. Staff training on how to navigate the health insurance portal was conducted by Office of Compliance Administration. Mrs. Strong is working with Berea Church about addressing the storm water issues on the south side of the property. The building's alarm system has a newly installed cellular communication, which requires an antenna to be installed in the basement stairwell, to boost for a better signal. Mrs. Strong is still waiting for the HVAC vendor to return her calls, so she may schedule the date and time for installation. Mrs. Strong continues working with the Reopening Committee on the Reopening Plan. There has been an up-tick in people hanging out on Library property. Mrs. Strong contacted Det. Costello from Orangetown Police to alert him of the concerns. Mrs. Strong is working on completing the final report for the NYS Construction Grant that partially funded the Circulation Office renovation.

Upon motion by Mr. Seiler, seconded by Ms. Berg, the Personnel Actions were unanimously accepted. The yes vote 10-0.

Upon motion by Mr. Seiler, seconded by Ms. Berg, the Inventory report was unanimously accepted. The yes vote 10-0.

Mr. Growney took a moment to commend the staff on working and providing library services during these trying times.

Committee Reports:

Development Committee:

Upon motion by Ms. Berg to accept the Gifts & Grants Report for May 2020, and seconded by Dr. Stone, the Board resolved to accept with appreciation \$1,439.92 in Designated support to the Annual Appeal 2020, \$100 in Designated support to the Children's Room. The 2020 Annual Development Appeal total to date has brought in \$21,533.86 in donations. The yes vote was unanimous 10-0.

Policy Development & Long Range Planning Committee:

Mr. Seiler reported that the Committee met to work on revising the Meeting Room and Behavior Policies, and to add three new policies, Services During A Pandemic Emergency, Remote Work and Youth Services Policies. The Board discussed each policy in detail.

Upon motion by Mr. Seiler, seconded by Dr. Stone, the Board unanimously accepted the revisions to the Behavior Policy, as amended. The yes vote 10-0.

Upon motion by Ms. Berg, seconded by Mr. Seiler, the Board unanimously adopted the Youth Services Policy. The yes vote 10-0.

Upon motion by Mr. Seiler, seconded by Mr. Murrell, the Board unanimously adopted the Library Services During A Pandemic Emergency Policy. The yes vote 10-0.

Upon motion by Mr. Seiler, seconded by Mr. Murrell, the Board unanimously adopted the Remote Work Policy, to be reviewed by our Insurance Company. The yes vote 10-0.

Upon motion by Mr. Seiler, seconded by Ms. Berg, the Board unanimously accepted the revisions to the Meeting Room Policy, as amended. The yes vote 10-0.

Financial Reports:

Treasurer's Report:

Mr. Murrell reviewed the Treasurer's Report in detail with the Board. Cash balances at the end of May, \$1,447,564; Board will be asked to approve \$179,573.87 for May's disbursements; \$7,371,599 in long term debt with TD Bank on the 2017 tax-exempt bond. The Library and the DePew House operated at a \$353,006 surplus.

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 May 2020 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer: General Fund Expenses of \$35,470.90, Rental Fund Expenses of \$214.54, Debt Fund Expenses for \$36,322.88, Payroll Disbursement for pay date May 8, 2020 for \$53,527.33, and Payroll Disbursement for pay date May 22, 2020 for \$54,038.22 for a total of \$179,573.87. The yes votes, 10-0.

Upon motion by Mr. Seiler, seconded by Ms. Karten, the Board unanimously approved the Treasurer's Report and Financial Statements, 10-0.

Old Business:

Mrs. Strong reported she has submitted the reopening plan to NYS Forward, and would like approval from the Board to reopen the library for Staff. Mrs. Strong discussed the details on how the library is handling all aspects, materials handling, and employee and patron safety.

Upon motion by Mr. Seiler, seconded by Mr. Murrell, the Board unanimously approved the Reopening of the Library. The yes vote 10-0.

New Business:

Due to the COVID19 pandemic the FY Budget 2021 needed revising. Mrs. Strong discussed details associated with the budget revisions.

Upon motion by Mr. Seiler, seconded by Mr. Murrell, the Board unanimously approved the revisions to the Budget Fiscal Year ending 2021.

Mr. Growney discussed with the Trustees, the Nyack Library's Statement Condemning Racial Injustice, which will be shared with staff and the public.

Public Comments:

None.

Adjournment:

Upon motion by Ms. Karten, seconded by Mr. Murrell, it was resolved to adjourn the meeting at 9:19 p.m. The yes vote was unanimous, 10-0.

Respectfully submitted,

Minerva Parker

Board Clerk