

The Nyack Library
Minutes of the Regular
Board of Trustees Meeting
Monday, May 17, 2021

Present:

E. Michael Growney, **President**
Ellyse Okin Berg, **Vice President**
Brian Murrell, **Treasurer**
Peter Danish
Wayne Henry
Tamara Jhashi
Roger Seiler
Bebb Wheeler Stone
Valerie Williams-Sanchez

Absent:

*Debra Karten, **Secretary**
Michael Penn

***=Excused**

Staff:

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

Call to Order:

The Board President Mr. Growney called the Regular Monthly Meeting of May 17, 2021, to order at 7:06 p.m., in the Community Meeting Room.

Agenda Approval:

Upon motion by Mr. Seiler, seconded by Ms. Berg, it was resolved to approve the agenda. The yes votes were unanimous, 9-0.

Review of the Minutes:

Upon motion by Mr. Murrell, seconded by Mr. Wayne, it was resolved to approve the Minutes of the Regular Meeting of April 19, 2021 with a date correction under the Financial Reports that should read, April 16, 2021, not March 16, 2021. There were 9 yes votes.

Public Comments:

None.

Youth Services Presentation, Aldona Pilmanis:

Ms. Pilmanis introduced herself and gave a review to the Board on how the Youth Services Department handled programming during the pandemic and shared statistics from the Library's social media pages, which have increased during the COVID19 pandemic. Ms. Pilmanis expressed her appreciation for the support the Director and the Board provided to the employees of the Library over the past months when the entire world was in a state of panic and upheaval.

Director's Report:

Mrs. Strong reported that she met with roofing consultant Russ Watsky, who examined the roof of the Library and presented her with an assessment and recommendations to be reviewed by the Board. The report was forwarded to the Building and Property Committee. A couple of staff are out on leave; one staff tested positive for the COVID19 virus in April and several staff were notified they needed to be tested and quarantine, none had positive results.

On April 22, Mrs. Strong and Tracy Dunstan, Head of Adult Services, attended a meeting of the Regents Advisory Council on Libraries to officially accept the Joseph F. Schubert award. Mrs. Strong met with an art instructor from the Nyack Schools Saturday Academy. They discussed placing an art exhibit created by the students out by the Diebold Garden. On Saturday, May 22, at 9:30 am there will be a virtual celebration and Mrs. Strong asked that some members of the Board attend to show support for the program. Mrs. Strong reported that Rosemary Farrell and Tracy Dunstan had received notification that the Library was selected to receive a \$3,000 grant from American Library Association, Transforming Communities. The grant will be used to promote the BACAS, Black American Culture & Art Series, programs scheduled in celebration of Juneteenth. Mrs. Strong announced that the Staff Anniversary Celebration is scheduled for August 6 at 6:30 pm.

Mrs. Strong discussed opening the doors without appointments on May 19, 2021, with the current modified open schedule. Masks must be worn by everyone; masks must be worn within the library. Mrs. Strong discussed future plans on the re-opening process, in terms of in-person programs and events, and in library seating for the public.

No Personnel Actions.

Upon motion by Mr. Danish, seconded by Ms. Berg, the Hardware Inventory Report was unanimously accepted. The yes vote 9-0.

Committee Reports:

Development Committee:

Upon motion by Mr. Danish to accept the Gifts & Grants Report for April 2021, and seconded by Ms. Berg, the Board resolved to accept with appreciation \$1,575 in General Support and \$2,368 in Designated support. The 2021 Annual Development Appeal total to date has brought in \$19,127.20 in donations. The yes vote was unanimous 9-0.

Policy Development & Long Range Planning Committee:

Dr. Williams-Sanchez reported for the committee and gave a summary on the Long Range Planning Assessment and the work involved in gathering the information. Dr. Williams-Sanchez reported the committee has been working on developing a Public Survey with questions regarding changing community needs, trends in service, or any new Library service. They also discussed distribution, formats and implementation of the survey, targeted for July 2021. Dr. Williams-Sanchez and the committee also reviewed a long range development forecast for property and building projects.

Building & Property Committee:

Mr. Seiler gave the Board an update on the meeting with the roofing consultant, Russ Watsky and the recommendations Mr. Watsky presented to the Building & Property Committee.

Audit Committee:

Mr. Seiler gave an update to the Board from the Audit Committee. The Committee met and reviewed the Auditor's Letter of Engagement; there were a few changes necessary. The Accountant accepted those changes. Mr. Seiler mentioned there were questions about the number of members who serve on the Audit Committee; Mr. Seiler has RCLS and the Auditor researching this. As soon as the information is provided, the Committee will report the results to the Board.

Financial Reports:

Treasurer's Report:

Mr. Murrell reviewed the Treasurer's Report in detail with the Board. As of April 30 the Library's accounts totaled \$2,016,642. The final installment from the Property Tax Revenue was received on April 27, approximately \$372,438. As of April 30 long term debt on the 2017 tax-exempt bond with TD Bank totaled \$7,145,914. The Library operations accounted for a \$273,484 surplus, the DePew House operated at a \$936 deficit.

Upon motion by Mr. Murrell, seconded by Mr. Henry, that the Library Board approves the April 30, 2021 Financial Statements and Balance Sheet as presented and the April 2021 Performance Report, the Board unanimously approved. The yes vote 9-0.

Upon motion by Mr. Murrell and seconded by Mr. Seiler, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for April 2021 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer: General Fund Expenses of \$70,054.06, Rental Fund Expenses of \$1,446.87, Debt Fund Expenses for \$36,322.90, Payroll Disbursement for pay date April 9, 2021 for \$51,670.44 and Payroll Disbursement for pay date April 23, 2021 for \$52,135.95 for a total of \$211,630.22. The yes votes, 9-0.

Old Business:

Resuming library services-was discussed during the Director's Report.

New Business:

Mrs. Strong reviewed NYLA, New York Library Association, memberships for Trustees and their options. Memberships with voting rights cost \$300 annually, and can include-training and educational programs, networking, and trustee development opportunities.

Upon motion by Mr. Danish, seconded by Ms. Berg, the Board unanimously approved becoming members of NYLA, New York Library Association. The yes vote 9-0.

8:35 pm-Upon motion by Mr. Seiler, seconded by Ms. Berg, the Board unanimously agreed to go into Executive Session, to follow-up on Personnel related matters. The yes vote 9-0.

9:15 pm-Upon motion by Ms. Berg, seconded by Mr. Seiler, the Board unanimously agreed to come out of Executive Session. The yes vote 9-0.

Adjournment:

Upon motion by Mr. Seiler, seconded by Dr. Stone, the Board unanimously agreed to adjourn at 9:16 pm. The yes vote 9-0.

Respectfully submitted,

Minerva Parker

Board Clerk