

The Nyack Library
Minutes of the Regular
Board of Trustees Meeting
Monday, November 21, 2022

Present:

E. Michael Growney, **President**
Ellyse Okin Berg, **Vice President**
Wayne Henry, **Secretary**
Brian Murrell, **Treasurer**
Steven Cea
Diane Christian
Tracy Dressner-phone conference (non-voting)
Michael Penn
Roger Seiler
Bebb Wheeler Stone

Absent:

Staff: Ed Falcone, Interim Library Director
Sharon Alfano, Business Manager
Minerva Parker, Board Clerk

Call to Order:

The Board President Mr. Growney called the Regular Monthly Meeting of November 21, 2022, to order at 7:00 p.m., in the Community Meeting Room.

Agenda Approval:

Upon motion by Mr. Seiler, seconded by Mr. Cea, it was resolved to approve the revised agenda as amended. There were 9 yes votes.

Review of the Minutes:

Upon motion by Mr. Cea, seconded by Ms. Berg, the Board unanimously approved the Minutes of the Regular Meeting, October 17, 2022, with a correction under Director Search Committee. There were 9 yes votes.

Public Comments: (full Board Meeting comments may be heard here <https://soundcloud.com>)

Mr. John Gray, resident and library cardholder, read his statement to the Board.

Mr. Mark Dery, resident and library cardholder, made a statement to the Board.

Director's Report:

Mr. Falcone reviewed his report with the Board. The annual Sprinkler System inspection did not pass inspection. Deficiencies were discovered in the main and bypass backflows, and they need to be replaced. Also, corrosion on the domestic water line was discovered and will need replacement. If the water needs to be turned off, a delayed opening

or closing will need to be scheduled. Mr. Falcone also addressed the long-standing problem with water intrusion from the foundation on the Lower Level, north and east sides of the building. Mr. Falcone talked about the grant State Senator Reichlin-Melnick is nominating Nyack Library to receive, \$60,000, to use towards the heat pump project. Frontline Data Services is doing a great job, Mr. Falcone is confident in the services they are providing thus far.

Upon motion by Mr. Henry, seconded by Mr. Cea, the Board unanimously accepted the Personnel Actions Report for October 2022. There were 9 yes votes.

No Hardware Inventory Report.

Committee Reports:

Director Search Committee:

Dr. Stone introduced Leslie Burger, the consultant from Library Development Solutions who gave an update on the Director Search. The Committee received about a dozen resumes to-date, and the resumes are still coming in. The Committee has narrowed down the candidates to four or five, for the first round of interviews, which will be scheduled around December 7 & 8. Ms. Burger is feeling positive about the process.

Development Committee:

Upon motion by Ms. Berg, to accept the Gifts & Grants Report for October 2022, and seconded by Mr. Murrell the Board resolved to accept with appreciation \$2,366 in Designated support to the Annual Appeal. The 2023 Annual Development Appeal total to date has brought in \$2,972 in donations. There were 9 yes votes.

Policy Development & Long-Range Planning Committee:

Ms. Berg reported for the Committee that a draft copy of the Bylaws was distributed. Ms. Berg would like to thank the Community Members who made suggestions this year towards the Bylaw revision. A Special Meeting of the Board of Trustees will take place Monday, December 12, 2022, to review all the Bylaw revisions. Please review it before and send any questions or comments to a Committee Member. Ms. Berg thanked Mr. Cea & Ms. Dressner for the hours dedicated to this project, Mr. Growney and Mr. Falcone for their guidance and Mr. Seiler for historical background and comments. Mr. Cea would like to recognize the work Ms. Berg has done with coordinating the Bylaw revisions process from beginning to end. And Mr. Cea recognized Ms. Dressner's work on all the revision involved through the process.

Building & Property Committee:

Mr. Seiler reported the Committee will meet next Tuesday, November 29, 2022, to discuss various building issues and to discuss recommendations from the Building Consultant.

Personnel Committee:

No Report. Mr. Growney has appointed Dr. Stone to be the new Chair of the Personnel Committee, she accepted.

Audit Committee:

Mr. Seiler reported he had spoken with the Auditor and they are working on preparing the information they have gathered for the Audit Report.

Finance Committee:

Mr. Murrell reported the Committee met Friday, November 18, 2022, and discussed the current increased interest rates in the market. On the cash side, the Library can take advantage of the interest rates and on short term basis invest in Certificates of Deposits. The Committee also discussed the Proposed FY2024 Draft Budget.

Mr. Falcone discussed some of the details of the Proposed FY2024 Draft Budget, and asked if there were any questions from the Board.

Friends of the Library Liaison Committee:

Ms. Berg reported for the Committee. The Booksale was very successful, more volunteers this year. There were less books donated. The Friends updated their Bylaws and they were adopted and are on file in the Local History Room.

Financial Reports:

Treasurer's Report:

Mr. Murrell reviewed the details of the Treasurer's Report with the Board. On October 31 cash balances totaled \$2,902,007. On October 25 we received \$2,466,845 in property tax revenue. Current Bond status \$6,765,244 in long term debt on the 2017 tax-exempt bond with TD Bank. Disbursements this month, \$220,283.78. Library Operations accounted for \$106,811 surplus, the DePew House operated at a \$8,585 surplus.

Upon motion by Mr. Murrell, seconded by Ms. Berg, the Library Board unanimously accepted the Financial Statements as presented including the Summary of Key Balance Sheet Amounts as of October 31, 2022 and the October 2022 Performance Report. There were 9 yes votes.

Upon motion by Mr. Murrell and seconded by Mr. Penn, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for October 2022 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer: General Fund Expenses of \$71,535.59, Rental Fund Expenses of \$1,337.52, Debt Fund Expenses for \$36,322.93, Payroll Disbursement for pay date October 7, 2022 for \$50,519.99, and Payroll Disbursement for pay date October 21, 2022 for \$55,755.06, for a total of \$215,471.09. There were 9 yes votes.

Upon motion by Mr. Murrell and seconded by Mr. Henry, that the Board of Trustees ratify and approve the contract with Vulcan Basement Waterproofing to do the work for two separate projects totaling \$10,200. There were 9 yes votes.

Upon motion by Mr. Murrell and seconded by Ms. Berg, that the Board of Trustees ratify and approve the contract with W & M Fire Protection to do work on two related plumbing projects totaling \$12,200. In addition, Mr. Murrell moved that the Board of Trustees authorize the Interim Director to modify the opening hours of the Library if needed to support this project. There were 9 yes votes.

Upon motion by Mr. Murrell and seconded by Mr. Henry, that the Board of Trustees approve committing \$50,000 of the surplus budgeted for and collected during the fiscal year ended June 30, 2022 from the "Unassigned Funds" balance into "Funds Committed for Debt Retirement". There were 9 yes votes.

Upon motion by Mr. Cea, seconded by Mr. Murrell, the Board of Trustees agreed to cover the outlay of funding for the Heat Pump Project while waiting for reimbursement from the DASNY (Dormitory Authority State of NY) Capital Grant through the Senate C.R.E.S.T. Program. There were 9 yes votes.

Upon motion by Mr. Growney, seconded by Mr. Cea the Board unanimously accepted the Financial Statements. There were 9 yes votes.

Old Business:

None.

New Business:

Mr. Cea discussed hiring a Consultant to manage E-Rate. The Board discussed the details of this process.

Upon motion by Mr. Cea, seconded by Mr. Murrell, the Board agreed to hire a Consultant to manage the E-Rate program. There were 9 yes votes.

Upon motion by Mr. Murrell, seconded by Mr. Henry, the Board unanimously accepted the Proposed FY2024 Budget as presented. There were 9 yes votes.

Library Director Search (*full Board Meeting comments may be heard here <https://soundcloud.com>*)

Dr. Stone would like to invite Leslie Burger, Library Development Solutions, to speak about the Interview Summary and Recommendations Report prepared and passed out to the Board and Public present.

Mr. Gray, resident, expressed his disappointment in the Library's weeding process. Weeding items no longer in print.

Mr. Dery, resident, commented on the marketplace theory. Mr. Dery commends the Board for hiring this team and was happy time was taken to speak openly and candidly to the Staff and the Trustees. The report was thorough and detailed.

Leslie Burger can be reached at LBurger@LibraryDevelopment.com.

8:53 pm Upon motion by Dr. Stone, seconded by Mr. Seiler, the Board agreed to go into Executive Session, to discuss Personnel Matters and Potential litigation. There were 9 yes votes.

9:55 pm Upon motion by Dr. Stone, seconded by Mr. Seiler, the Board agreed to come out of Executive Session. There were 9 yes votes.

Adjournment:

Upon motion by Mr. Cea, seconded by Mr. Henry, the Board unanimously agreed to adjourn at 9:56 pm. There were 9 yes votes.

Respectfully submitted,

Minerva Parker

Board Clerk