

The Nyack Library
Board of Trustees
Draft Minutes of the Regular Meeting
November 11, 2013

Present: Stephen Beck, Treasurer

Kevin Doyle
Mary Anne Evangelist
E. Michael Growney, President
Mark Hussey, Vice President
Roger Seiler
Peter Vermazen

Absent:

Myria Jean-Gilles
Debra Karten, Secretary*
Peter Danish

*=Excused

Staff: Jane Marino, Library Director
Lori Hylton, Board Clerk

Visitors: Brian Jennings, Librarian

1. Call to Order:

Board President, Mr. E. Michael Growney, called the meeting to order at 7:30pm.

2. Agenda Approval:

Upon motion by Dr. Evangelist, and seconded by Mr. Seiler, it was resolved unanimously to approve the agenda.

3. Review of the Minutes:

Upon motion by Mr. Seiler, and seconded by Dr. Evangelist, it was resolved unanimously to approve the Minutes of the Regular Meeting of October 15, 2013 as amended.

4. Public Comments:

None.

5. Director's Report:

The Library Director asked for questions from the Board on her written report, which included departmental reports. She then answered questions related to the availability of Museum Passes and any response from RCLS regarding the Board's vote not to approve their new budget. The Director noted that the vote and accompanying letter would not be submitted to RCLS until later in the month of November. The Director then went onto highlight a proposed painting project in the teen room report. This was followed by a brief discussion as to the scope of the project.

Upon motion by Mr. Seiler, and seconded by Dr. Hussey, it was resolved unanimously to approve the proposed painting project.

The Director also highlighted some ongoing issues, the first of which was a problem with the A/V system in the Library's Community Room. The receiver in the room regularly breaks down and the projector is not an HD projector. The Director proposed purchasing a new projector and receiver as a good investment in the Library's system, which would allow the Library to expand some of its programming i.e. the a new film series set to start in December. This was followed by a discussion regarding the equipment and the options available for moving forward.

The Director also highlighted a security issue related to the theft of library materials. This was followed by a discussion of the thefts. The Director proposed changes to the security camera displays and removing shelving that had inadvertently created areas that could not be seen by the security cameras.

Upon motion by Mr. Doyle and seconded by Dr. Evangelist, it was resolved unanimously to approve the personnel actions put forth in the Director's Report.

6. Financial Reports:

Treasurer's Report:

As of November 1st the Library received \$2.3 million in property tax receipts, the first of three installments due to the Library. A patron donated \$2,600 in securities, a brokerage account was opened to transfer those securities, which were immediately sold and converted to cash. The Library's operations are running on budget with a variance that is favorable to the Library. On December 1st the Library has a bond payment of \$500k, which includes \$275k in interest. Mr. Beck updated the Board on the status of the Library's annual audit and highlighted that the notes to the financial statements were rewritten to better clarify the distinctions between Library operations and the operations of the Library's real estate holdings. The final audited financial statements are expected by the 20th of November. The board will hold a special meeting to approve the statements in order for the packets with the statements and other materials to reach the bondholders by December 1st.

Financial Statements and Disbursement Reports:

Mr. Beck briefly reviewed the financial statements and disbursement report. He reviewed the list of disbursements, totaling \$173,145 that was presented for approval. He then took questions from the Board regarding specific line items in the disbursement report.

The remainder of the Treasurer's report reviewed the efforts to revise the Library's property boundaries, the status of parking lot revenue sharing receipts, the status of leases with Art Café, the Carnegie Concerts, and Grand View tax concerns. During the discussion, it was noted by Mr. Seiler, that the Library's rezoning plan would likely go in front of the Zoning Board in January. He also noted that the loss of 8 parking spaces in front of the Depew House negatively impacted the value of the property and the Library should consider filing a tax grievance with the Village of Nyack regarding those spaces. The Library Director informed the board that the Art Café had agreed to the Library's terms and that the leases will be signed once the upstairs space is vacated. The current tenant was given until the end of December to vacate the property. The Director then went on to publicly thank Bob Lewis for the excellent work that he did on both leases. The Director also noted that the Carnegie Concerts were holding their own and expressed cautious optimism regarding their continued profitability. Finally, Mr. Beck outlined the committee's findings regarding the Library tax assessments for the Village of Grand View. The assessment totaled \$5100, an assessment of \$43 per residence. The assessments for other resident's in the Nyack Library's service area average \$1200 per household. The Grand View Committee is scheduled to meet on November 16th to discuss further action.

Upon motion by Mr. Seiler and seconded by Dr. Evangelist, it was resolved unanimously to approve the Treasurer's Report.

Upon motion by Mr. Seiler and seconded by Dr. Evangelist, it was resolved unanimously to approve the Disbursement Report.

Upon motion by Mr. Seiler and seconded by Dr. Evangelist, it was resolved unanimously to approve the Financial Statements.

7. Committee Reports:

Fundraising and Relations Committee:

Dr. Evangelist presented a brief report on the work of the committee noting that it was renamed as the Development Committee, with a long-term vision of donor stewardship and development in mind. The committee covered several items including; putting out an annual appeal to encourage annual giving, following up with ongoing building pledges, the importance of recognizing small donors, allowing people to purchase books in someone's honor, and the importance of maintaining the donor wall. The committee wants to engage a broad a section of the community in supporting the Library. The committee will continue evaluating development options throughout the year.

Building Committee:

Mr. Seiler briefly noted that the porch at the Depew House was a source of ongoing concern for the Building Committee, and that the committee was waiting for the parking lot revenues to fix the porch.

8. Old Business:

Grand View Taxes:

See the Treasurer's Report.

Nominating Committee:

Mr. Growney made a brief update to the Board on behalf of Ms. Karten. Ms. Karten will be setting up a meeting with Nominating Committee and a date for interviewing proposed nominees. It was noted that no applications for the open seats had been received at that time. Notices regarding the nominations process will be posted in the Library Newsletter, on the Library Website, on the doors of the Library.

9. New Business:

Brokerage Account With Provident Bank:

See the Treasurer's Report.

Public Thank- you to our Donors:

Upon motion by Mr. Beck and seconded by Dr. Evangelist it was resolved unanimously to accept with gratitude the following gifts given by the donors names below:

\$3,000 from Maggie Katz as a first payment on a five-year pledge of \$15,00 to the Nyack Library

\$2,600 in stock from Lilo Kassel. This stock has been received and sold by our broker.

10. Public Comments:

None.

11. Adjournment:

Upon motion Dr. Evangelist and seconded by Mr. Doyle it was unanimously resolved to adjourn the meeting at 9:05pm.

Respectfully submitted,
Lori Hylton
Board Clerk

DRAFT