

**The Nyack Library
Board of Trustees**
Draft Minutes of the Regular Meeting
Feb 10, 2014

Present: Stephen Beck, Treasurer
Kevin Doyle
Mary Anne Evangelist
E. Michael Gowney, President
Mark Hussey, Vice President
Debra Karten, Secretary
Valerie Williams Sanchez
Roger Seiler
Peter Vermazen

Absent: Peter Danish *
Myria Jean-Gilles

*=Excused

Staff: Jane Marino, Library Director
Sharon Alfano, Business Manager
Lori Hylton, Board Clerk

1. Call to Order:

Board President, Mr. E. Michael Gowney, called the meeting to order at 7:35pm.

2. Agenda Approval:

Upon motion by, Dr. Evangelist and seconded by Dr. Hussey, it was resolved to approve the agenda as amended. The vote was unanimous.

3. Review of the Minutes:

Upon motion by Mr. Seiler, and seconded by Dr. Evangelist, it was resolved to approve the Minutes of the Regular Meeting of January 13, 2014 as amended. The vote was unanimous.

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. With no questions the discussion moved to the personnel actions on the agenda.

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

6. Financial Reports:

Treasurer's Report:

Mr. Beck began his report by highlighting the Library's healthy cash balance and the strength of the Library's performance as compared to the budget. For the first seven months of FY 2014, the Library realized a \$76,886 cash surplus from all its enterprises. This performance is due entirely to operations and the strength of the management.

As of January 31, the Library had \$10,710,000 in outstanding bonds. An interest payment in the amount of \$270,355 is due on June 1, 2014.

Disbursements: The Board of Trustees was asked to approve \$210,634 in disbursements for the month of January. Half of these disbursements were for payroll. The other large outlays were for Town and County property taxes, employee health insurance, and legal fees associated with the Art Café lease.

Annual Audit and Annual Reporting: Based upon the performance of the auditors during the annual audit and in subsequent meetings the Treasurer recommended to the Board of Trustees that the Library consider a change in auditors. The lack of quality control at Berard & Donahue was the primary concern. Further discussion was then tabled until the Audit Committee Reporting later in the meeting.

The Treasurer's then asked the Library Director for updates on some of the Library's short-term financial remedies. The Library Director informed the Board that Daniel Kramer had executed both the residential and commercial leases for Stevenson House in January and that she believed that the relationship between Mr. Kramer and the Library would continue to be a positive one. The Director went on to inform the Board that the Carnegie Concerts were doing very well and that reducing the number of concerts had allowed Yashar to focus his efforts and get out great promotional material and membership materials to support the series. Finally the Director reported that the Library still had not received the parking lot revenues from the 3rd and 4th quarters of calendar year 2013. This was followed by a brief discussion of the Library's options for management of its parking lot.

Upon motion by Dr. Evangelist, and seconded by Mr. Seiler it was resolved to accept the Treasurer's Report. The vote was unanimous.

Financial Statements and Disbursement Reports:

Business Manager Sharon Alfano took questions from the Board regarding the Balance Sheet, Financial Statements and specific items in the Disbursement Report. This was followed by some brief discussion of the impact of snow removal on the budget.

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

7. Committee Reports:

Mr. Roger Seiler made a brief report to the Board from the Building and Property Committee, regarding the Library's application to the Planning Board to redraw the Library's Property boundaries. Mr. Seiler reported that the building inspector initially thought that the Library would need variances from the State, which might take several months, before it could move forward with its plans. However, he later learned that those variances would not be necessary and that the Library could move forward with its applications to the Village Planning and Zoning Boards. Mr. Seiler reported that the Library would likely go before the Planning Board in April.

8. Old Business: None

9. New Business:

Resolution for CDBG Application Approval:

Upon motion by Mr. Doyle and seconded by Mr. Vermazen, the Nyack Library Board of Trustees authorized the submission of a Community Development Block Grant (CDBG) application for federal funding. The vote was unanimous.

Resolution for the Approval of the NYS Annual Report:

Upon motion by Mr. Doyle and seconded by Dr. Evangelist, it was resolved to approve for submission the Nyack Library's 2013 NYS Annual Report. The vote was unanimous.

Thank You to Library Donors:

Upon motion by Dr. Evangelist and seconded by Mr. Seiler, it was resolved to thank publicly Patricia and Charles Westwater for their gift to the Library. The vote was unanimous.

Resolution Authorizing the Search for New Auditors:

Upon motion by Mr. Seiler and seconded by Dr. Evangelist, it was resolved that the Library Board authorize the Audit Committee engage in a search for a new auditor. The new auditor's term would take effect at the beginning of the fiscal year on July 1, 2014 and that the RFP that has been put forth by the Library Directory be the basis for the RFP that the Audit Committee uses in this process. The vote was unanimous.

10. Public Comments:

None.

11. Adjournment:

Upon motion by Mr. Seiler and seconded by Mr. Doyle it was resolved to adjourn the meeting at 8:45pm.

Respectfully submitted,
Lori Hylton
Board Clerk