**The Nyack Library**

**Board of Trustees**

**Minutes of the Regular Meeting**

**April 11, 2016**

 **Present:**

E. Michael Growney, **President**

Mary Anne Evangelist, **Vice President**

Stephen Beck, **Treasurer**

Ellyse Okin Berg

Christopher Bresnan

Peter Danish

Henry Minnerop

Karen Roberts

Roger Seiler

Peter Vermazen

**Absent:**

\*Debra Karten, **Secretary**

 **\*=Excused**

 **Staff:** Jane Marino, Library Director

 Sharon Alfano, Business Manager

 Minerva Parker, Board Clerk

**Call to Order**:

The Board President Mr. Growney called the Regular Monthly Meeting to order at 7:30 p.m.

**Agenda Approval:**

**Upon motion** by Mr. Seiler and seconded by Dr. Evangelist, it was resolved to approve the agenda as presented. The vote was unanimous.

**Review of the Minutes:**

**Upon motion** by Mr. Seiler and seconded by Mr. Beck, it was resolved to approve the Minutes of the Regular Meeting of March 14. There were 7 yes votes and 3 abstentions.

**Public Comments:**

None.

**Director’s Report:**

Mrs. Marino updated the Board on the window repair in the Reference Department. The window installation will take place tomorrow, April 12. The Board discussed why the windows are cracking and the previous cracked window replacements. Mrs. Marino stated she reached-out to Mike Esmay, Architect, and has not received a call back from him.

Mrs. Marino has attached to her report two floor plans of the Computer Resource Center configuration. The first marked “A” is the current configuration of the CRC. The second marked “B” is re-configured with the CRC desk re-located closer to the CRC Classroom. The Board discussed the re-configuration in detail.

**Upon motion** by Dr. Evangelist and seconded by Ms. Roberts the Board accepted the modifications for the Computer Resource Center presented by the Director. The vote was unanimous.

There were no Personnel Actions.

**Upon motion** by Dr. Evangelist, seconded by Ms. Berg, it was resolved to accept the Technology & Outreach Inventory Report. The yes vote was unanimous.

**Committee Reports:**

*Building and Property Committee:*

Mr. Seiler reported all work on the easements is done. The documents are ready to submit to the County for inclusion in the records, then in May to the Orangetown Tax Assessor to grieve tax rates.

Mr. Beck discussed in detail the revising the property appraisals, which could result in a savings on property taxes.

*Development Committee:*

**Upon motion** by Ms. Roberts to accept the Gifts & Grants and seconded by Dr. Evangelist, the Board resolved to accept with appreciation $286 from the Annual Appeal, $121 in memory of Dorothy Masch, and $160 from the Friends of the Library for ceramic mugs for the Library Readout. The vote was unanimous.

*Long Range Plan & Policy Committee:*

Dr. Evangelist reported that there are four goal areas that had previously been approved by the Board: Access to Information, Function as an Educational and Cultural Resource for the Community; Fiscal Stability and Staff Education and Professional Development. Each goal has been assigned to a sub-committee made up of Staff and Trustees. The LRP & Policy Committee members hope to present the goals and objectives at the May 2016 board meeting.

**Financial Reports**:

*Treasurer’s Report:*

Mr. Beck reviewed the Treasurer’s Report with the Board in detail. As of March 31 the Library’s cash on hand was $821,360; Outstanding Bonds were $10,225,000.

Mr. Beck discussed Replacement Bonds with the Board. Mr. Bresnan set up a meeting with Rockland County Industrial Development Agency which handled the 2007 bonds. Mr. Beck, Mr. Minnerop and Mr. Bresnan met in the offices of Rockland IDA to discuss legislative changes which could affect non-profit entities working with IDA bonds. The Rockland Economic Assistance Corporation, REAC, is the agency that handles bonds for non-profits.

Operations and Budget Performance had a cash surplus of $121,878 for the first three quarters of Fiscal Year 2016; Renovations of both properties DePew and Stevenson Houses, including change orders is $372,000, this is 2.7% over budget.

**Upon motion** by Mr. Seiler, seconded by Dr. Evangelist the Board unanimously approved the Financial Statements, including the Balance Sheet.

**Upon motion** by Ms. Berg and seconded by Ms. Roberts it was resolved that the Nyack Library Board of Trustees approve the following disbursements for March 2016 which have been reviewed by the President and the Treasurer: General Fund Expenses of $44,980.51, Rental Fund Expenses of $2,364.49, Payroll Disbursement for pay date March 4, 2016 for $53,074.72, Payroll Disbursement for pay date March 18, 2016 for $53,166.48. The Board unanimously approved.

Mr. Growney thanked Mr. Beck for the Treasurer’s Report.

**Old Business:**

None.

 **New Business:**

Mrs. Marino mentioned to the Trustees that she sent an email to them with five questions for the “Getting to Know You” column of the Staff newsletter. She asked them to respond.

**Public Comments:**

None.

**Adjournment:**

**Upon motion** by Dr. Evangelist, seconded by Ms. Berg, it was resolved to adjourn the meeting at 8:34 p.m. The yes vote was unanimous.

 Respectfully submitted,

 Minerva Parker

 Board Clerk