**The Nyack Library**

**Board of Trustees**

**Minutes of the Regular Meeting**

**February 8, 2016**

**Present:**

E. Michael Growney, **President**

Mary Anne Evangelist, **Vice President**

Stephen Beck, **Treasurer**

Debra Karten, **Secretary**

Christopher Bresnan

Roger Seiler

Peter Vermazen

Ellyse Okin Berg

**Absent:**

\*Peter Danish

\*Henry Minnerop

\*Karen Roberts

**\*=Excused**

**Staff:** Jane Marino, Library Director

Sharon Alfano, Business Manager

Minerva Parker, Board Clerk

**Visitor(s):** Sharon Aperto, President Friends of the Nyack Library

**Call to Order**:

The Board President Mr. Growney called the Regular Monthly Meeting to order at 7:34 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 Ms. Karten, it was resolved to approve the Minutes of the Regular Meeting of January 11, 2016. The vote was unanimous.

**Nominating Committee Report:**

Ms. Karten reported the Committee met on February 4, 2016 to interview Ellyse Berg. The Committee unanimously recommends the Board to appoint Ms. Berg to fill the unexpired term of Tracie McLee that expires in January of 2018. Mr. Beck asked if Ms. Berg would give a brief background history, of her interest here at the Library and where she would like to contribute to the Nyack Library and the Board of Trustees. Ms. Berg details her volunteer work and life in the Village of Nyack. Ms. Berg is currently a main component of the Friends of the Nyack Library and serves on the Village of Nyack Zoning Board. Motion by Ms. Karten to accept the nomination of Ellyse Berg to the Library Board of Trustees, Dr. Evangelist seconded, the Board unanimously approved the nomination. Ms. Berg was seated on the Board.

**Public Comments:**

Ms. Sharon Aperto, Friends of the Library President, thanked the Board for being supportive of the Friends of the Library and to invite them to the Friends Annual Meeting Friday, February 12. On March 16 the Friends will have a fundraiser play at the Elmwood Playhouse “A Time to Kill” all proceeds to support the Carnegie Room Concerts. Ms. Aperto congratulates Ms. Berg on her nomination and wished she would continue to be part of the Friends group. Ms. Aperto invites the Board to join her on Lobby Day in Albany on March 2, 2016, the bus leaves at 6 am from the Mall. Ms. Aperto would like the Friends to be part of the Makerspace Program, and give support any way the group can.

**Director’s Report:**

Mrs. Marino pointed out there is a proposal in the pack for the Makerspace Program and would like the Board’s approval. Ms. Marino discussed in detail the description of the Makerspace concept. A grant was applied for with Senator Carlucci’s office for the Makerspace Program. Mr. Bresnan asked about future funding of the program. Dr. Evangelist suggested maybe volunteers could help staff the area. Ms. Marino discussed getting an intern from one of the local colleges along with Library Staff to work in the room.

The Board discussed the matter in detail. Mr. Vermazen questioned if this is a program the library should offer. It seemed more like an arts & craft program which should be offered at a community center. Mr. Seiler felt there could be some tie-ins to books or other related media, which could generate circulation of library materials. Mr. Beck had reservations on the program budget over the long range. This will also have an impact on the Library’s insurance costs and the liability possibilities.

Mrs. Marino went on to clarify in more detail the scope of this type of program and the impact on the Library and how it offers a good opportunity for Patrons to learn more about Computer Technology and the evolving world of computers. Mr. Growney commented that it sounds like a lab, and any lab setting will come with some potential for liability. Dr. Evangelist suggested getting more information from Libraries who have already established a Makerspace. Mr. Seiler suggests the Policy Committee review the proposal along with Library Policies to see if it is in line with the Library Mission Statement and the Long Range Plan.

Mr. Beck observed the funding received from the Friends of the Library is used in many different aspects of the Library when requested. Mrs. Marino explained the Friends of the Library’s funds are used to supplement the library’s budget not to fill holes. Funding for the Carnegie Concerts and the Museum Passes come from the Friends. Ms. Berg stated that the Friends group does not always fund all requests made. Ms. Berg went on to say the money from the Friends is meant to enhance library services. There was further discussion on how the Friends spend or allocate its funds to the Library.

**Upon Motion** by Mr. Seiler, seconded by Dr. Evangelist, the Board requests the Director to evaluate the Maker Space initiative in light of the many questions from Board members and report back the answers to the questions and make a recommendation on how to proceed. The Board unanimously agreed.

**Upon Motion** by Mr. Seiler seconded by Dr. Evangelist, the Personnel Actions were unanimously approved.

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

**Committee Reports:**

*Building and Property Committee:*

Mr. Vermazen stated that Mrs. Marino is doing a great job staying on top of the DePew House renovation. Mr. Vermazen spoke with the contractor on the progress of the project. The main porch should be done in the next few weeks. Painting will take place in the Spring.

Mr. Seiler gave an update on the Site Plan changes. The Village Officials should be signing off on it this week. Mrs. Marino has been following up with the Engineers on the changes to get the Site Plan in the format necessary to proceed.

*Development Committee:*

**Upon motion** by Dr. Evangelist to accept the Gifts & Grants in appreciation and seconded by Ms. Karten, the Board resolved to accept with appreciation $958 from the Annual Appeal, $421 in memory of Dorothy Masch, $20 for the Seed Library and $525 from the Friends of the Library for museum passes. The vote was unanimous.

*Long Range Plan & Policy Committee:*

Dr. Evangelist reported the committee met and reviewed the four goals. The plan is to complete the Long Range Plan and present it to the Board at the July 2016 regular monthly meeting.

**Financial Reports**:

*Treasurer’s Report:*

Mr. Beck reviewed the Treasurer’s Report with the Board in detail. Mr. Beck reported as of January 31 the cash on hand was $1,185,403; Outstanding Bonds were $10,225,000; Operations and Budget Performance had a surplus of $66,254 for the first seven months of the Fiscal Year. Year to date DePew House operated at a $17,597 cash deficit; Stevenson House produced a $5,823 cash surplus; Parking lot broke even. The renovation to the rental properties is $8,000 over budget.

**Upon motion** by Dr. Evangelist and seconded by Mr. Vermazen it was resolved that the Nyack Library Board of Trustees approve the following disbursements for January 2016 which have been reviewed by the President and the Treasurer: General Fund Expenses of $77,523.40, Rental Fund Expenses of $85,945.56, Payroll Disbursement for pay date January 8, 2016 for $53,561.74, Payroll Disbursement for pay date December 24, 2015 for $54,631.24. The Board unanimously approved.

**Upon motion** by Dr. Evangelist, seconded by Ms. Karten the Board unanimously approved the Financial Statements.

**Old Business:**

Mr. Growney discussed the draft of committee appointments. Mr. Growney will speak with Dr. Evangelist and Ms. Berg on some changes to the committee assignments. A discussion by Board on the number of members on each committee took place. The Executive Committee needs a fifth member to be appointed by the Board. **Motion** by Mr. Seiler that the nomination of Chris Bresnan to serve on the Executive Committee, by Mr. Growney, Board President, be affirmed, seconded by Dr. Evangelist. The Board unanimously accepted.

**New Business:**

Mrs. Marino has submitted the Annual Report 2015 for Board approval. Mrs. Marino summarized the purpose of the report for new trustee Ms. Berg.

**Motion** by Mr. Seiler to accept the Annual Report for Public and Association Libraries 2015, seconded by Mr. Bresnan, the Board unanimously approved.

Mr. Growney mentioned an email from Mr. Minnerop in regards to the Carnegie Concerts. Mr. Growney would like Mr. Minnerop to meet with Mrs. Marino and Ms. Alfano to get some background information on the Carnegie Concerts.

**Public Comments:**

None.

**Adjournment:**

**Upon motion** by Dr. Evangelist, seconded by Mr. Vermazen, it was resolved to adjourn the meeting at 9:33 p.m. The yes vote was unanimous.

Respectfully submitted,

Minerva Parker

Board Clerk