

## **DIRECTOR'S REPORT**

### **JANUARY 2023**

#### **Facilities**

Problems with our fire alarm system were traced to a faulty control panel, and the panel was replaced in mid-January. Due to the number of false alarms that we generated both last year and this year, we will be liable for fines.

The backflow valve that failed its test in December was re-tested, and it passed. It turned out that the previous test was faulty, not the valve.

Maintenance Tech Jeff Flournoy made some needed repairs and some cosmetic improvements to the staff restroom.

When our HVAC service was here last month to work on the geothermal boiler, they recommended installing a water treatment system to prolong the life of the pipes and equipment. Jeff is asking several contractors for proposals.

New signage was posted at the three public entrances to reflect our current hours of service.

#### **Personnel**

Maria Bohan started on January 4<sup>th</sup> as a full-time Children's Librarian, replacing Pernel Wilfred. We have also filled the remaining desk hours in the Teen Room. With these additions, Nyack Library has a full public service staff for the first time in over a year.

A new State regulation mandates that employers make all Federal and State labor law posters available in digital form as well as physical form. Minerva Parker worked with a vendor to obtain the files, and they are now posted on the network's CoShare drive.

#### **Budget & Grants**

The CREST Grant for our heat pump project is now in the hands of the NYS Dormitory Authority. I am ready to submit a second set of documents to them; the set is complete except for a financial statement that will be presented for action at the February meeting.

Each year, the NYS Comptroller requires public agencies to report how they complied with the Real Property Tax Cap. I filed the required form on 1/18, reporting that we were requesting an increase of less than 2%

Our auditing firm dropped off printed copies of the FY22 financial report.

As of this writing, preparations for the budget vote and Trustee election were progressing smoothly. The public hearing on the budget, held at Valley Cottage, was lightly attended.

## **Collections & Services**

The January statistics report shows strong growth in nearly every service that we offer to the public.

Sculptor Greg Wyatt delivered a full-sized resin replica of the Horace Man statue that he plans to donate this summer. It is currently on display in the Community Meeting Room. He also dropped off a 15" bronze replica of the piece, and that is currently in the Reference Room.

## **Information Technology**

January 19<sup>th</sup> was Nyack Library's IT Independence Day, and it went rather smoothly. The transition took around four hours, and the only interruption in public service was the temporary loss of our self-check machines. They came back up four days later.

The following day, RCLS IT Manager John Hurley came to Nyack to formally sign over ownership of all PCs and other equipment on site to us.

Even though we went IT-independent, RCLS honored a commitment to upgrade three PCs that were due for retirement. IT Administrator Lou Moreno is setting them up for staff use.

While Symphony Web offers the same basic functionality as the product it replaced, there are enough differences to cause ongoing frustration. An RCLS user group has been formed to come up with tips, tricks, and work-arounds to make the transition easier on the staff.

With the help of our new E-Rate consultant, Nyack has filed the necessary forms to apply for reimbursable IT expenses. IT provider Frontline Data Services is not yet certified as an authorized vendor but they are filing the necessary paperwork.

## **New Director**

This is my last report as Interim Director. It has been a pleasure working here, and I thank the Trustees for putting their faith and trust in me. I have already begun working with incoming Director Eric McCarthy to get him started on a smooth transition, and I will make myself available going forward as the need arises.

## **Meetings Attended**

1/20	John Hurley, RCLS IT
1/24	Eric McCarthy Exec Board
2/7	Budget Hearing @ Valley Cottage Library
2/8	Monthly RCLS Director's Meeting (via Zoom)
2/15	Rockland County Director's Meeting @ Suffern Library
2/17	Finance Committee