**The Nyack Library**

**Minutes of the Regular**

**Board of Trustees Meeting**

**Monday, June 10, 2019**

**Present:**

E. Michael Growney, **President**

Ellyse Okin Berg, **Vice President**

Debra Karten, **Secretary**

Peter Danish

Tamara Jhashi

Bebb Wheeler Stone

Cora Sarjeant Wilder

**Absent:**

\*Brian Murrell

\*Roger Seiler

**\*=Excused**

**Staff:** Angela Z. Strong, Library Director

Sharon Alfano, Business Manager

Minerva Parker, Administrative Assistant

***Call to Order****:*

The Board President Mr. Growney called the Regular Monthly Meeting to order at 7:40 p.m.

***Agenda Approval:***

**Upon motion** by Ms. Berg, seconded by Dr. Jhashi, it was resolved to approve the proposed agenda. The yes votes were unanimous, 7-0.

***Review of the Minutes:***

The Minutes of the Annual Meeting, January 8, 2018 were not approved, there was no quorum of Board Members who were present at that meeting to approve them.

The Minutes of the Regular Meeting, April 8, 2019 were not approved, there was no quorum of Board Members who were present at that meeting to approve them.

The Minutes of the Regular Meeting, May 13, 2019 were not approved, there was no quorum of Board Members who were present at that meeting to approve them.

***Public Comments:***

Jennie Chien and Joan Rosen, Library Staff, were just observing, and offered condolences on the loss of Steve Beck.

***Director’s Report:***

Mrs. Strong reviewed her report with the Board. Mrs. Strong had two Union negotiation sessions during the month, progress is being made; had a Directors Association Meeting; attended a Nyack Basics Coalition Meeting; attended the Ramapo Catskill Library System (RCLS) Sexual Harassment Training, all library staff and Board members are required to attend a training session or provide proof of attending one by October 2019; attended the RCLS Construction Aid Review Workshop. The May 10 Carnegie Concert, performed by Toby Tobias a musician/storyteller, was well attended and on May 23 the Phoenix Theatre Ensemble performed a staged reading of a play, Last Call, written by Peter Danish.

Mrs. Strong reported to the Board about the North building roof leak, and met with a contractor to discuss solutions to the problem. The recommendation was a full roof replacement. Jeff met with another contractor and is waiting for estimates. The Community Meeting Room’s AV was re-wired. The new wiring improves resolution and the visual display, but affects the sound quality, in addition the projection screen needs to be replaced, it will not lock in the down position, and it has to be propped with a wedge to stay down.

Mrs. Strong discussed the various training and workshop topics she and the staff attend during the month of May. Ms. Berg asked about the mandated Sexual Harassment Training. Mrs. Strong explained the New York State Law regarding this training and the process to get Staff and Board access to the training before the October 2019 deadline.

No Personnel Actions.

No Inventory report.

***Committee Reports:***

*Development Committee:*

**Upon motion** by Mr. Danish to accept the Gifts & Grants Report for May 2019, and seconded by Ms. Karten, the Board resolved to accept with appreciation $11 in Designated support to the Seed Exchange, and $323 in Designated support to the Annual Appeal. The 2019 Annual Development Appeal total to date has brought in $16456 in donations. The yes vote was unanimous 7-0.

***Financial Reports:***

*Treasurer’s Report:*

Mr. Growney reported as of May 31 the available cash totaled $1,199,903, with an additional $174,430 held in the Debt Reserve Account by bond trustee Bank of New York Mellon; on May 31 the Library had $8,756,443 in long term debt; remaining debt is $1,145,000 of 2007 taxable Series B bonds.

In February the Library executed a contract to sell the Stevenson House. That property is collateral for the Series B bonds, the bonds need to be defeased before the close of the sale of the house.

For the first eleven months of FY 2019 the Library realized a $152,903 cash surplus from all enterprises; through May the DePew House operated at a $56,252 cash deficit; and through May the Stevenson House operated at a $20,292 cash surplus on budget.

The Board asked about lost revenue when the parking meters are broken or out of order. Ms. Berg will follow up with the Village Administrator about this.

**Upon motion** by Ms. Berg, seconded by Ms. Karten, the Board unanimously approved the Treasurer’s Report and Financial Statements, 7-0.

**Upon motion** by Mr. Growney and seconded by Mr. Danish, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for May 2019 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer: General Fund Expenses of $46,278.82, Rental Fund Expenses of $5,870.55, Debt Fund Expenses for $36,322.93, Payroll Disbursement for pay date May 10, 2019 for $60,274.51, and Payroll Disbursement for pay date May 24, 2019 for $55,575.83 for a total of $204,322.64. The yes votes, 7-0.

***Old Business:***

Ms. Berg announced that the Friends of Library Book Sale raised $4,500 and the staged reading, Last Call at the Hotel Sacher Vien, by Peter Danish raised $776.

***New Business:***

The Board discussed the final draft of the FY 2020 Budget in detail. Mrs. Strong discussed some of the line changes and which lines were increased or decreased.

**Upon motion** by Mr. Danish, seconded by Dr. Jhashi, the Board unanimously approved the budget for FY 2020. The yes vote, 7-0.

Mr. Growney, presented a proposal from Leonard Kurz for Room Naming opportunities. The rooms he is interested in are the Community Meeting Room and the Makerspace. Mrs. Strong discussed how the offer was initially presented to Jane Marino back in April 2019 by Mr. Kurz. Mr. Kurz wanted to make a donation for the Makerspace with the opportunity to dedicate the room in honor of Jane Marino. He wanted to do more so he offered to donate, with the opportunity to name the Community Meeting Room in honor of his parents Herbert & Edith Kurz. The Board discussed this in detail.

**Upon motion** by Dr. Stone, seconded by Mr. Danish, the Board unanimously agreed to table the Room Naming proposal for the Community Meeting Room and the Makerspace. She would like to have more time for discussion before making this decision. The yes vote, 7-0.

**8:55 pm Upon motion** by Dr. Stone, seconded by Mr. Danish, the Board unanimously agreed to move into Executive Session to discuss Financial & Personnel matters, 7-0.

**9:35 pm Upon motion** by Ms. Berg, seconded by Mr. Danish, the Board unanimously agreed to move out of Executive Session, 7-0.

**Upon motion** by Ms. Berg, seconded by Mr. Danish it was unanimously resolved to authorize Board President Michael Growney, Library Director Angela Strong and Business Manager Sharon Alfano to extinguish the debt from the 2007 Series B bonds, by making a payment of $1,200,000 to Bank of New York Mellon to release the lien on the Stevenson House, so it may successfully close the sale of the property on June 14, 2019.

***Public Comments:***

None.

***Adjournment:***

**Upon motion** by Dr. Jhashi, seconded by Dr. Wilder, it was resolved to adjourn the meeting at 9:40 p.m. The yes vote was unanimous, 7-0.

Respectfully submitted,

Minerva Parker

Board Clerk