

**The Nyack Library  
Board of Trustees  
Minutes of the Regular Meeting  
June 13, 2016**

**Present:**

E. Michael Growney, **President**  
Mary Anne Evangelist, **Vice President**  
Stephen Beck, **Treasurer**  
Ellyse Okin Berg  
Peter Danish  
Henry Minnerop  
Karen Roberts  
Peter Vermazen

**Absent:**

\*Christopher Bresnan  
\*Debra Karten, **Secretary**  
\*Roger Seiler

\*=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 Dr. Evangelist and seconded by Ms. Berg, it was resolved to approve the revised agenda as presented. The yes vote was unanimous.

**Review of the Minutes:**

**Upon motion** by Dr. Evangelist and seconded by Ms. Berg, it was resolved to approve the Minutes of the Regular Meeting of May 9, 2016. There were 7 yes votes and 1 abstention by Mr. Vermazen.

**Public Comments:**

None.

## **Director's Report:**

Mrs. Marino asked if there were any questions on the Director's Report, Departmental Reports or Statistics. Mrs. Marino discussed the purpose of the Circulation Statistic Charts included with the reports. There are two charts, the first, "May 2016 DOW", shows the average circulated materials per day and the second "Average Circs per Hour" May 2016, shows the circulation of materials by the hour. Dr. Evangelist asked that when working on a new logo for the Library that you do not lose the Carnegie Building in the rendering. Mrs. Marino explained that the artists have been informed of that and there will be recognition of the Carnegie Building in the new logo.

There were no changes to the Inventory Report.

**Upon Motion** by Dr. Evangelist and seconded by Ms. Roberts, the Personnel Actions were unanimously approved.

Dr. Evangelist mentioned the Friends Fundraiser on Friday, June 10, to raise money for the Carnegie Concerts, was a play reading "Miracle on South Division Street", authored by Tom Dudzick.

Mr. Growney said the Friends book sale was very successful. The next scheduled book sale will be the first weekend in October 2016.

## **Committee Reports:**

### *Building and Property Committee:*

Mr. Vermazen reported that the renovation of the DePew House is now complete, pending the installation of the railing to be ADA compliant.

### *Development Committee:*

**Upon motion** by Ms. Roberts to accept the Gifts & Grants and seconded by Mr. Vermazen, the Board resolved to accept with appreciation \$5 in General Support, \$42.50 in Designated Support towards the Annual Appeal, \$21 in memory of Dorothy Masch, \$35.88 from the Seed Exchange contributions and \$100 to the Trudell Scholarship Fund. The yes vote was unanimous.

Ms. Roberts would like to set a date for a Development Committee Meeting. Ms. Roberts would like the Committee members to stay behind after the meeting to set a date for the meeting.

### *Long Range Plan & Policy Committee:*

Dr. Evangelist reported a draft of the Long Range Plan has been included in the Board Packs for review. Dr. Evangelist proceeded to detail the steps taken up to this point in developing the Plan. The LRP & Policy Committee also reviewed and updated the Photography and the Background Screening Policies for approval.

**Upon Motion** by Ms. Berg and seconded by Ms. Roberts, the revised Photography Policy was unanimously accepted by the Board.

**Upon Motion** by Ms. Berg and seconded by Mr. Vermazen, the amended Background Screening Policy was unanimously accepted by the Board, to include the wording "Employees and/or Volunteers between the ages of 14-18 will require parental or guardian consent before a background check will be run."

## **Financial Reports:**

### *Treasurer's Report:*

Mr. Beck gave an overview of Library funding and how the Library is funded through property tax. Cash balances as of May 31 \$574,887; Debt Service Reserve account \$953,213; Outstanding Bonds \$10,225,000. Mr. Beck met with 1<sup>st</sup> Niagara Bank to discuss their role for a direct placement bond and to explore the collateral a bank needs on direct placement debt. Operations & Budget Performance for the first eleven months of FY had cash surplus \$116,333;

DePew House operated at a deficit, \$24,210; approximately 65% of the disbursements were interest payments on Series A and B bonds.

**Upon motion** by Dr. Evangelist and seconded by Mr. Danish it was resolved that the Nyack Library Board of Trustees approve the following disbursements for May 2016 which have been reviewed by the President and the Treasurer: General Fund Expenses of \$38,712.76, Rental Fund Expenses of \$5,003.93, Payroll Disbursement for pay date May 13, 2016 for \$52,591.53, Payroll Disbursement for pay date May 27, 2016 for \$51,754.07 and Bond Interest Payment \$258,824.63. The Board unanimously approved.

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

Budget FY 2017 was reviewed by the Board.

**Upon motion** by Dr. Evangelist, seconded by Mr. Danish the Board unanimously accepted the Final Budget for FY 2017. There were 8 yes votes.

Mrs. Marino discussed the Library Card initiative in collaboration with Valley Cottage Library and the Nyack School District, to register new card holders as they register for school.

**Old Business:**

None.

**New Business:**

Mr. Danish knows someone willing to donate a baby grand piano to the library from the estate of Kate Light, a former violinist with the New York City Opera. The library will need to cover any expenses involved to move it to the library. Mr. Danish will follow up with all the specifics.

**Upon motion** by Dr. Evangelist, seconded by Mr. Danish the library agrees to cover all reasonably related expenses involved with moving and acquiring the piano for the Nyack Library. The yes vote was unanimous.

**Public Comments:**

None.

**Adjournment:**

**Upon motion** by Dr. Evangelist, seconded by Mr. Danish, it was resolved to adjourn the meeting at 8:45 p.m. The yes vote was unanimous.

Respectfully submitted,

Minerva Parker

Board Clerk