

**The Nyack Library
Board of Trustees
Draft Minutes of the Regular Meeting
May 9, 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

Absent:

Debra Karten, **Secretary**
*Peter Vermazen

*=**Excused**

Staff: Jane Marino, Library Director
Sharon Alfano, Business Manager
Minerva Parker, Board Clerk

Guest: Catherine Spagna

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 yes vote was unanimous.

Review of the Minutes:

Upon motion by Mr. Seiler and seconded by Ms. Roberts, it was resolved to approve the Minutes of the Regular Meeting of April 11, 2016. There were 9 yes votes.

Request from DePew House Tenant:

Catherine Spagna, COO Hudson View Network Medical Recruitment, is a tenant at the DePew House. Ms. Spagna would like to terminate her lease before the expiration date in November 2016. The Board discussed the possibilities and ramifications of taking this action in great detail. Ms. Spagna feels the construction work has hurt her business. In addition, she felt response time for maintenance issues had changed since she first moved into the building. She stated in the past if she needed work done she had the phone number of the maintenance staff and was allowed to

contact them directly and that process is no longer in effect. She also stated that when she renewed her lease there was no mention to her or in the lease contract that construction work would take place on the building.

Upon motion by Dr. Evangelist and seconded by Ms. Roberts the Board went into Executive Session at 7:53 pm to discuss Tenant issues. The Board unanimously approved.

Upon motion by Dr. Evangelist and seconded by Ms. Roberts the Board came out of Executive Session at 8:10 pm. The Board unanimously approved.

Upon motion by Dr. Evangelist, seconded by Ms. Roberts-with respect to the request from the DePew House Tenant for early Termination of her lease, the Board has denied the request, however, the Board also agrees to begin a search for a new tenant and offer the current tenant the opportunity to look for a new tenant as well and should Ms. Spagna find a tenant who is satisfactory to the Board, we could consider an early lease termination at that point. The yes vote was unanimous.

Public Comments:

None.

Director's Report:

Mrs. Marino asked if there were any questions on the Director's Report. Mr. Bresnan asked about the meeting with Mike Esmay on the cracked windows. Mrs. Marino stated Mr. Esmay and an associate came, they looked at the area in Reference where the window was replaced. Mr. Esmay thought because of the randomness over a period of three years, he theorizes the blocks on which they rest in the window frame may have shifted, but could not say for sure. Mr. Esmay asked to be called if this ever happens again so he may see it before repairs.

Ms. Berg inquired about the Business Collection. What is a target patron? And what is in a business collection. Mrs. Marino said a target patron is a person studying business, or maybe looking for a job. The kind of materials in that collection would be books on how to get a job, or starting your own business, could be different formats CD, DVD, etc. A computer with an online database, with information on business subjects will be located in this area.

Dr. Evangelist would like to donate some records to the collection for the listening station. Mr. Danish asked for an update on the Makerspace. Mrs. Marino responded that the startup will be slow so that initial costs could be kept fairly low. The first purchase will be one 3D printer and then a second 3D printer, a few computers to go with them. We will be looking for donations from the Friends and other sources to help defray the cost of materials.

There were no Personnel Actions.

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. Seiler reported for Mr. Vermazen the Committee Chair that the lattice work on the porch has been installed and will be painted. All the paper work on the easements is done. Mr. Seiler hand delivered the documents to Mr. Sevastian, Village Attorney. The Orangetown Tax Assessor has already accepted the decision of the Village Zoning Board and is processing the paperwork now. Next step will be to grieve the tax rates with the Orangetown Tax Assessor later this month. Mrs. Marino discussed the document handed out on the property appraisals with the Board. Mr. Beck discussed in detail revising the property appraisals, which could result in a savings on property taxes for the Library.

Development Committee:

Upon motion by Ms. Roberts to accept the Gifts & Grants and seconded by Dr. Evangelist, the Board resolved to accept with appreciation \$20 for General Support, \$600 from the Annual Appeal, \$21 in memory of Dorothy Masch, and \$89 from the Friends of the Library for Carnegie Concerts bookmarks. The yes vote was unanimous.

Long Range Plan & Policy Committee:

Dr. Evangelist reported that four goals have been finalized by four sub-committees and objectives for each goal have been finalized, it is a five year long range plan for 2016 - 2021. The plan will be presented at the June Board meeting for the Board's review and presented again for approval at the July Board meeting. Dr. Evangelist will be scheduling a Policy Committee Meeting to review the Video Taping and Photography Policy and present it to the Board at its June Meeting.

The Board acknowledged receipt of the Annual Conflict of Interest Statements and proceeded to sign and hand them in.

Finance Committee:

Mr. Beck presented a power point on the history and status of the Series A and B Bonds. Mr. Beck went into great detail in thoroughly explaining the bonds process from the beginning and projecting to the end, in relation to The Nyack Library. A hard copy was included in each board packet.

Financial Reports:

Treasurer's Report:

Mr. Beck reviewed the Treasurer's Report with the Board in detail. The Library received the last payment from property tax revenues in the amount of \$435,199 on April 15; Operations & Budget had a cash surplus of \$80,669 for the first ten months of FY 2016; Renovation to the DePew House continues to advance toward completion.

Upon motion by Mr. Bresnan and seconded by Dr. Evangelist it was resolved that the Nyack Library Board of Trustees approve the following disbursements for April 2016 which have been reviewed by the President and the Treasurer: General Fund Expenses of \$90,189.10, Rental Fund Expenses of \$79,488.94, Payroll Disbursement for pay date April 1, 2016 for \$52,810.53, Payroll Disbursement for pay date April 15, 2016 for \$53,458.32 and Payroll Disbursement for pay date April 29, 2016 for \$52,147.50. The Board unanimously approved.

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

Old Business:

None.

New Business:

Annual Conflict of Interest Statements given out for signatures, and received back by all those present.

Public Comments:

None.

Adjournment:

Upon motion by Dr. Evangelist, seconded by Mr. Seiler, it was resolved to adjourn the meeting at 9:30 p.m. The yes vote was unanimous.

Respectfully submitted,

Minerva Parker

Board Clerk