**The Nyack Library**

**Board of Trustees**

**Draft Minutes of the Regular Meeting**

**December 14, 2015**

**Present:**

E. Michael Growney, **President**

Stephen Beck, **Treasurer**

Christopher Bresnan

Peter Danish

Kevin Doyle

Roger Seiler

Peter Vermazen

**Absent:**

 \*Mary Anne Evangelist, **Vice President**

\*Debra Karten, **Secretary**

 \*Tracie McLee

 \*Karen Roberts

 **\*=Excused**

 **Staff:** Jane Marino, Library Director

 Sharon Alfano, Business Manager

 Minerva Parker, Board Clerk

 **Visitors:** Ellyse Berg-Friends of the Nyack Library

**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. Beck and seconded by Mr. Seiler, the agenda was amended to include, under New Business, the Renewal of Credit Line with Sterling Bank, the Board unanimously approved the Agenda as amended.

**Review of the Minutes:**

**Upon motion** by Mr. Seiler and seconded by Mr. Beck, it was resolved to approve the Minutes of the Regular Meeting of November 9, 2015 as presented. Six yes votes, one abstention by Mr. Danish.

**Public Comments:**

None.

**Director’s Report:**

Mrs. Marino asked if anyone had questions about the Director’s Report or Departmental Reports. Mr. Doyle asked about the Incident Report item referring to the agitated patron on the bench outside the Carnegie entry. Mrs. Marino explained in detail the incident.

**Upon Motion** by Mr. Doyle seconded by Mr. Bresnan, the Personnel Actions were unanimously approved. The Inventory Report had no changes this month.

**Committee Reports:**

*Building and Property Committee:*

Mr. Vermazen reported he had been up on the roof of the DePew House to review the work. The roof looks great. Berry Burners was here to look at the furnace and they reported it doesn’t look so great. They will send a quote on the work to be done.

Mr. Seiler has left several messages for the Village Attorney, Walter Sevastian, concerning the status of the Easement paperwork but never received a call back from him.

*Development Committee:*

Mrs. Marino reported for Dr. Evangelist. The Annual Appeal letter has been sent out to residents and the contributions have started flowing in.

**Upon motion** by Mr. Bresnan and seconded by Mr. Vermazen, it was resolved unanimously to accept the gifts with our thanks and appreciation to the donors.

*Nominating Committee:*

Mr. Seiler, acting as Chair for Ms. Karten, reported the committee met on this evening to discuss the nominations. Mr. Growney and Ms. Karten have accepted the nomination to serve for three more years. At this meeting the committee interviewed Henry F. Minnerop, Upper Nyack, under consideration for new trustee, to fill a vacant seat. The committee recommended that Mr. Minnerop be nominated by the Board to run for a term to begin in January 2016.

**Upon motion** by Mr. Seiler, seconded by Mr. Bresnan the Board unanimously accepted the nomination of Mr. Growney, Ms. Karten and Mr. Minnerop.

*Personnel Committee:*

Mr. Doyle reported the Personnel Committee and the Finance Committee had a joint meeting to review the options for staff compensation. The Personnel Committee recommended that the Board approve a three percent increase to staff compensations.

*Finance Committee:*

Mr. Beck discussed the joint meeting between the Personnel & Finance Committees. Notes from the joint meeting were included with the Minutes and Mr. Beck added that specific details are included in the budget information. The Finance Committee voted unanimously to approve the budget containing the three percent wage increase for current staff.

**Financial Reports**:

*Treasurer’s Report:*

Mr. Beck reviewed the Treasurer’s Report with the Board in detail. Debt service on outstanding Bonds was paid on November 24, in the amount $514,769. The Library received the second of three property tax payments in the amount of $58,026, with the balance of 15% still to come in April 2016. The line of credit with Sterling Bank will expire December 31. The Board will need to authorize the renewal of the line of credit. The line of credit is used to fund repairs to the DePew House and Stevenson House.

Mr. Beck reviewed the Orange & Rockland Power Purchasing Consortium the Library joined July 2014. Through Direct Energy the Library’s supply charge will drop by 33% from July 1, 2016 – June 30, 2018. The Library expects to save $13 thousand per year in electricity charges.

Mr. Beck reported the cash balance as of November 30, 2015 was $1,758,881. Outstanding Bonds as of November 30 were $10,225,000. Disbursements for November were $676,330. Baldessari & Coster completed the FY 2015 audit at the end of October 2015. The committee accepted the report and submitted it to the Board for approval at the November 9th Board Meeting. The first five months of FY 2016 the Library had a $25 thousand cash surplus from all enterprise; DePew House lost $16 thousand; Stevenson House broke even; and Parking Lot broke even.

**Upon motion** by Mr. Seiler, seconded by Mr. Vermazen the Board unanimously approved the Treasurer’s Report.

**Upon motion** by Mr. Seiler, seconded by Mr. Danish the Board unanimously approved the Financial Statements.

**Upon motion** by Mr. Seiler and seconded by Mr. Bresnan it was resolved that the Nyack Library Board of Trustees approve the following disbursements for November 1 - 30, 2015 which have been reviewed by the President and the Treasurer: General Fund Expenses of $562,775.57, Rental Fund Expenses of $5,982.08, Payroll Disbursement for pay date November 13, 2015 for $52,944.59, Payroll Disbursement for pay date November 27, 2015 for $54,627.51. The Board unanimously approved.

**Old Business:**

 None.

**New Business:**

Discussion took place on a resolution to adopt the budget and to override the tax levy.

**Motion** by Mr. Seiler, seconded by Mr. Danish to adopt the Preliminary Budget for Fiscal Year Ending 2017 and tax levy increase of 1.66% equal to $48,162 was unanimously approved by the Board.

**Whereas**, the adoption of the FYE 2017 budget for The Nyack Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

**Whereas**, General Municipal Law Section 3-c expressly permits the Library Board to override the tax levy limit by resolution approved by a vote of sixty percent of qualified board members; now therefore be it

**Resolved** that the Board of Trustees of The Nyack Library approve to exceed the tax levy limit for FYE 2017 Budget on December 14, 2015 moved by Mr. Bresnan seconded by Mr. Vermazen.

The count: 7 of 11 Trustees voted yes meeting the 60% approval requirement by state law.

Mrs. Marino discussed a proposed change to the Budget Vote for 2016. She and the Director of Valley Cottage Library propose a manual paper ballot voting process in place of the electronic scanning process. It would save both libraries money and would still be overseen by poll workers. The Board discussed this process in detail.

**Resolved** that the Nyack Library will switch to using a paper ballots process and not the electronic scanning machines from the Board of Elections for the Library Budget Vote, moved by Mr. Danish and seconded by Mr. Beck was unanimously approved by the Board.

After discussion and **upon motion** by Mr. Seiler and seconded by Mr. Bresnan it was resolved that the Board approves the renewal of the line of credit agreement with Sterling National Bank.

**Resolved** that the Nyack Library Board of Trustees approve entering into an agreement with Sterling National Bank for a line of credit for the Nyack Library and its Operations and that the Officers of the Board are authorized to enter into and sign agreements for such financial arrangements for the Nyack Library which is not to exceed $450,000. The yes vote was unanimous.

Mr. Seiler noted the Board Meeting dates for 2016 and the timing of the mailing of the Board Packets. Mr. Seiler would like the Board to receive the packet at least a week before the meeting to have time to review. Motion by Mr. Bresnan, seconded by Mr. Doyle to accept the Meeting dates for 2016, the Board unanimously approved.

Mr. Bresnan has been working and meeting with people getting familiar with the issue on the Grandview project. He has been learning the history and relationship between Nyack Library, Grandview and the South Orangetown.

**Public Comments:**

Ellyse Berg, Friends of the Nyack Library, asked whether the merge between Key Bank and 1st Niagara affect future plans with 1st Niagara.

**Adjournment:**

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

 Respectfully submitted,

 Minerva Parker

 Board Clerk