**The Nyack Library**

**Board of Trustees**

**Draft Minutes of the Regular Meeting**

**November 9, 2015**

**Present:**

E. Michael Growney, **President**

Mary Anne Evangelist, **Vice President**

Stephen Beck, **Treasurer**

Debra Karten, **Secretary**

Christopher Bresnan

Kevin Doyle

Tracie McLee

Karen Roberts

Roger Seiler

Peter Vermazen

**Absent:**

Peter Danish

**\*=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 7:34 p.m.

**Agenda Approval:**

**Upon motion** by Dr. Evangelist and seconded by Mr. Seiler, the agenda was unanimously approved by the Board.

**Review of the Minutes:**

**Upon motion** by Mr. Bresnan and seconded by Dr. Evangelist, it was resolved to approve the Minutes of the Regular Meeting of October 12, 2015, with changes to note with an asterisk the absent Trustees, which then excuses them and to New Business to include the proposed offer of $500 from the Finkelstein Memorial Library to purchase the outdoor book locker. The Board approved, seven yes votes, three abstentions.

**Public Comments:**

None.

**Director’s Report:**

Mrs. Marino asked if anyone had questions about the Director’s Report or Departmental Reports. Mr. Doyle has a question which needs to be addressed in Executive Session.

7:40 pm **Upon motion** by Mr. Doyle seconded by Mr. Seiler the Board went into Executive Session to discuss Personnel matters.

7:43 pm **Upon motion** by Mr. Doyle, seconded by Mr. Seiler the Board came out of Executive Session.

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

**Committee Reports:**

*Building and Property Committee:*

Mr. Vermazen reviewed with the Board the current work being done on the DePew and Stevenson Houses. The Stevenson house is being painted, blue with red and white trimmings. The DePew house had the gutters removed from two sides. Some gutters will be repaired and re-installed, some gutters need to be replaced and installed. After that work is finished the roof repair will begin. The easement for the lot line changes have been submitted to the Village Attorney, Walter Sevastian. Mr. Sevastian will review and approve them before sending to the Rockland County Drainage Department for registration with the County Clerk.

Mr. Vermazen thanked Mr. Seiler for all his work on the lot lines project. Mr. Seiler thanked Mrs. Marino, Library Director for all her work on this project also.

Mr. Seiler pointed out that changing the colors of the Stevenson house requires the approval of the Board, as per policy, major changes need to be approved by the Board.

**Upon motion** by Mr. Vermazen, seconded by Dr. Evangelist the Stevenson house new colors Red, White and Blue were unanimously approved.

Mr. Growney presented Ms. Marino with a hard hat to add to the many hats she wears as the Library Director.

*Development Committee:*

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

Dr. Evangelist reminds the Board of the Donor Reception on November 20, 7 – 9 pm in the Carnegie-Farian Room. She asks the Board if anyone would like to help make phone calls and she shared a list with those who will be making calls.

Dr. Evangelist would like to acknowledge Tom Berman’s resignation.

**Upon motion** by Dr. Evangelist and seconded by Mr. Beck the Board accepts with regrets and appreciation the resignation letter from Thomas Berman, Sr. Librarian, for 14 years of service to the Nyack Library.

**Financial Reports**:

*Treasurer’s Report:*

Mr. Beck reviewed the Treasurer’s Report with the Board noting two significant financial transactions. First, on October 30, 2015 the Library received $2,408,100 in property tax revenue, the first of three payments for 2016. Schedule dates for the remaining payments are December 1, 2015, with the final payment in April 2016 for FY 2016. Second noting that in October 2015 the Library only borrowed $55,000 against the line of credit as opposed to prior years when that amount was higher. Mr. Beck compliments the Library Director and Business Manager for their financial discipline.

Mr. Beck reported the cash balance as of October 31, $2,387.888. Outstanding Bonds as of October 31 were $10,475,000. Disbursements for October were $324,857. The Annual Audit was completed for FY 2015. The Auditor’s letter of recommendations was discussed in detail. Mr. Seiler handed out notes from the Audit Committee Meeting, which took place last week.

The Grandview Committee was discussed. Mr. Seiler asked Mr. Bresnan if there are any possibilities that we could bring in a State Representative to assist with this matter. Mr. Bresnan thought it might be a good idea to request a meeting with a State Representative.

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

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

**Upon motion** by Ms. Roberts and seconded by Dr. Evangelist it was resolved that the Nyack Library Board of Trustees approve the following disbursements for October 1 - 31, 2015 which have been reviewed by the President and the Treasurer: General Fund Expenses of $113,674.50, Rental Fund Expenses of $50,253.09, Payroll Disbursement for pay date October 2 for $53,659.89, Payroll Disbursement for pay date October 16 for $53,385.42 and Payroll Disbursement for pay date October 30 for $53,884.52. The Board unanimously approved.

**Old Business:**

None.

**New Business:**

Mr. Seiler reported the Audit Committee and the Auditor had a conference call meeting to review the Auditor Report for FY June 30, 2015. Mr. Seiler recommends the Board accept and approve the Auditor’s Report.

**Upon motion** by Mr. Seiler, seconded by Dr. Evangelist, the Board accepted and approved the Audit Report for FY June 30, 2015.

Mrs. Marino would like to thank the Friends of the Nyack Library for funding the concert on November 1, 2015. The concert was very well received with seventy-two attendees, the concert bought in $602.50. Mrs. Marino also received a call from a concert member about a piano going up for auction in Bergen County for a Steinway Piano.

Dr. Evangelist mentioned that the Seilers are being honored by the Nyack Center, along with Bert & Chris Hughes.

A meeting of the Nominating Committee will be scheduled to review trustees who are up for re-election January 2016. Up for re-election are Mr. Michael Growney, Ms. Debra Karten and Mr. Kevin Doyle.

**Public Comments:**

None.

**Adjournment:**

**Upon motion** by Dr. Evangelist, seconded by Mr. Seiler, it was resolved to adjourn the meeting at 9:05 p.m. The yes vote was unanimous.

Respectfully submitted,

Minerva Parker

Board Clerk