

**The Nyack Library**  
**Board of Trustees**  
**Draft Minutes of the Regular Meeting**  
**October 14, 2014**

**Present:**

E. Michael Growney, President  
Mark Hussey, Vice President  
Christopher Bresnan  
Kevin Doyle  
Mary Anne Evangelist  
Roger Seiler  
Peter Vermazen

**Absent:**

\*Stephen Beck, Treasurer  
\* Debra Karten, Secretary  
Peter Danish  
\* Karen Roberts

\*=Excused

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

**Visitors:** None

**1. Call to Order:**

Board President Mr. E. Michael Growney called the meeting to order at 7:38pm.

**2. Agenda Approval:**

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

**3. Review of the Minutes:**

**Upon motion** by Mr. Doyle and seconded by Mr. Bresnan, it was resolved to approve the Minutes of the Regular Meeting of September 9, 2014. The yes votes were 5, with two abstentions from Dr. Evangelist and Mr. Bresnan.

**4. Public Comments:**

None

**5. Director's Report:**

Mrs. Marino discussed aspects of the Director's Report. Mr. Doyle inquired about the Incident Report, which was discussed further. Dr. Evangelist asked about job clarification on the new position "Department Head Technology & Outreach". Mr. Bresnan inquired about the Health Insurance Program options.

**Upon motion** by Mr. Seiler and seconded by Mr. Doyle, it was resolved to approve the personnel actions put forth in the Director's Report, with changes to paragraph two, last sentence to read, "Dennis Sullivan has been hired as Teen Librarian effective August 18, 2014 and the new hire list correction, Omar Pecou, not Otis Pecou. The vote was unanimous.

## **6. Financial Reports:**

### *Treasurer's Report:*

Ms. Alfano reviewed the Treasurer's Report in Mr. Beck's absence and asked if there were any questions. Mr. Doyle asked for clarification on the Collazuol Company's name. Mr. Bresnan asked about the process when patrons request specific materials to be purchased, in this instance DVD's. Mr. Growney inquired about the Parking Lot Fees payment schedule and was told by Mrs. Marino the checks are always late, according to the schedule developed between the Village Hall and the Library.

Ms. Alfano reported the cash flow is in good control, have not needed to borrow against the line of credit. The Stevenson House is showing a slight deficit until the quarterly additional rent calculations are done, which then brings it back on target. The De Pew House is a little behind because of the current vacancies.

**Upon motion** by Mr. Doyle and seconded by Mr. Vermazen it was resolved that the Board accept the Treasurer's Report. The yes vote was unanimous.

**Upon motion** by Dr. Evangelist and seconded by Mr. Doyle it was resolved to approve the Financial Statements and Disbursement Report for September 2014. The yes vote was unanimous.

## **7. Committee Reports:**

### *Building and Property Committee:*

Mr. Seiler reported that with the preliminary approval from the Village of Nyack Planning Board the next step in the process for the project is to appear before the Village of Nyack Zoning Board in November. The main issue that has to be addressed is the changes by New York State to State and Local Zoning Laws, which the Library could benefit from.

The De Pew House Porch project was discussed. Michael Esmay, Architect, will not be charging the Library for the De Pew House drawings, but will charge a small fee if the Library wants to use them. Next steps would be to get someone who will be doing the work, going to the ARB in the spring, approval of money in the budget line to be able to start the work in July, the new fiscal year. Mr. Vermazen consulted with an architect on this project and potential costs involved.

Mrs. Marino and Ms. Alfano will begin working on the new budget in November. Mr. Seiler advised that about \$65,000 should be budgeted for the De Pew House porch repair.

The Audit Committee needs to schedule a meeting to review the Preliminary Audit.

### *Development Committee:*

Dr. Evangelist acknowledged the most recent list of donations to the Nyack Library. Dr. Evangelist also gave feedback on leaving an envelope at the Funeral Homes in the area, so patrons could make a donation to the Library in honor of a family member or loved one who has recently passed away.

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

**8. Old Business:**

Quiet signs have been made and are being modified to make more prominent the “Quiet sign” in the picture.

**9. New Business:**

The Internet Policy changes were discussed.

**Upon motion** by Mr. Seiler and seconded by Dr. Evangelist it was resolved that the Board accept the changes to the Internet Policy. The yes vote was unanimous.

The RCLS Budget was reviewed.

**Upon motion** by Mr. Seiler and seconded by Dr. Evangelist it was resolved that the Board accept the RCLS Budget. The yes vote was unanimous.

Dr. Evangelist has requested the October Board Meetings take place on the second Monday, instead of having it on a Tuesday, because of the Columbus Day Holiday. The Board unanimously approved this request.

Mrs. Marino reported that the Library applied for an ACOR grant written by Sharon Aperto, Alla Generalow and Yashar Yaslowitz for 2015 to be used for a Concert as part of the Library’s African-American History Month programming.

Nyack News and Views is working with the Library on a “Did you Know” column. This column will help to promote Library Programs & Activities.

Rentals- The Director asked for Board input on negotiations with a current De Pew House tenant who is requesting a parking space along with the rental of the empty office currently available in the building.

Dr. Evangelist mentioned that a Long Range Plan is needed when applying for grants.

**10. Public Comments:**

None

**11. Adjournment:**

**Upon motion** by Mr. Seiler and seconded by Mr. Doyle, it was resolved to adjourn the meeting at 8:35pm. The yes vote was unanimous.

Respectfully submitted,  
Minerva Parker  
Board Clerk