

**The Nyack Library**  
**Minutes of the Regular**  
**Board of Trustees Meeting**  
**Monday, December 10, 2018**

**Present:**

E. Michael Growney, **President**  
Chris Bresnan, **Vice President**  
Stephen Beck, **Treasurer**  
Debra Karten, **Secretary**  
Ellyse Okin Berg  
Brian Murrell  
Roger Seiler  
Peter Vermazen  
Cora Sarjeant Wilder

**Absent:**

Peter Danish

**\*=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 7:35 p.m.

***Agenda Approval:***

**Upon motion** by Mr. Seiler, seconded by Ms. Berg, it was resolved to approve the proposed agenda. The yes votes were unanimous, 9-0.

***Review of the Minutes:***

**Upon motion** by Ms. Berg, seconded by Mr. Bresnan, it was resolved to approve the Minutes of the Regular Meeting of May 14, 2018. There were 6 yes votes, Mr. Seiler, Dr. Wilder and Mr. Vermazen abstained, not present at the May meeting.

**Upon motion** by Ms. Karten, seconded by Mr. Seiler, it was resolved to approve the Minutes of the Special Meeting of September 24, 2018. There were 6 yes votes, Mr. Bresnan, Mr. Murrell and Mr. Vermazen abstained, not present at the September meeting.

**Upon motion** by Mr. Bresnan, seconded by Mr. Seiler, it was resolved to approve the Minutes of the Regular Meeting of November 12, 2018, with changes to the Director's Report motion, Mr. Bresnan moved to accept the Personnel Actions and it was seconded by Mr. Beck, not Ms. Berg. There were 6 yes votes, Ms. Berg, Ms. Karten and Mr. Murrell abstained, not present at the November meeting.

### ***Public Comments:***

Mr. Growney introduced Dr. Tamara Jhashi and Dr. Bebb Wheeler Stone, present in the audience.

### ***Director's Report:***

Mrs. Marino had nothing to add to her written report submitted to the Board. Ms. Berg inquired about the incident report and the patron left in the bathroom after closing. Mr. Beck wanted to discuss the Makerspace and the funding from Mr. Leonard Kurz to re-work areas of the room. The statistics are low for the space usage. Mr. Beck asked if this is a sensible investment for the Library, regardless of who sponsor's it. Ms. Berg asked what the vision is for the Makerspace. Mrs. Marino hopes the space will provide programs associated making and creating using the 3D printer and other equipment in the room, and to allow access on a drop in basis to use the equipment in the space.

**Upon motion** by Ms. Berg, seconded by Mr. Seiler the Board authorizes the Director to move forward with discussion with Mr. Kurz on his offer to fund the Makerspace redesign. There were 8 yes votes, with 1 opposed by Mr. Beck.

**Upon motion** by Mr. Murrell, seconded by Ms. Karten, the Board unanimously accepted the Personnel Actions for November 2018, the yes vote 9-0.

**Upon motion** by Mr. Bresnan, seconded by Mr. Murrell, the Board unanimously accepted the Inventory Report, the yes vote 9-0.

Mr. Seiler asked about the Monthly Statistics and if the Director had any insight on the impact the auto-renewals program is having on circulation of materials. Mrs. Marino stated it is good for circulation statistics, materials are automatically renewed on the date due.

### ***Committee Reports:***

#### *Development Committee:*

**Upon motion** by Ms. Berg to accept the Gifts & Grants Report for November 2018, seconded by Ms. Karten, the Board resolved to accept with appreciation \$1,903 in Designated support to the Annual Appeal, and \$2,632.49 in support from the Friends of the Library. The 2019 Annual Development Appeal total to date has brought in \$4,228 in donations. The yes vote was unanimous 9-0.

#### *Nominating Committee:*

Ms. Karten reported for the Nominating Committee. The Committee met last week to interview three applicants who applied for two open seats, the current vacant seat and the seat to be vacated by Mr. Bresnan, who will be moving at the end of December 2018. The Committee interviewed three candidates, Mr. Donald Wilen, Dr. Bebb Wheeler Stone and Dr. Tamara Jhashi. The Committee nominated Dr. Tamara Jhashi to fill the seat vacated by Mr. Minnerop, and nominated Dr. Bebb Wheeler Stone to fill Mr. Bresnan's seat.

**Upon motion** by Ms. Karten, seconded by Mr. Beck, the Board unanimously accepted this recommendation to nominate Dr. Jhashi, filling the seat vacated by Henry Minnerop. The yes vote 9-0.

**Upon motion** by Ms. Karten, seconded by Ms. Berg, the Board unanimously accepted this recommendation of Dr. Bebb Wheeler Stone filling the seat vacated by Chris Bresnan. The yes vote 9-0.

The Committee also recommended that the Board nominate Ms. Karten, Mr. E. Michael Growney, Dr. Jhashi and Dr. Stone to run for regular terms as Trustee in the Board elections to take place on January 14, 2019. All of them have agreed to do so.

#### *Personnel & Finance Committee:*

The Personnel & Finance Committees had a joint meeting last Saturday to discuss the proposed Preliminary Budget 2020. Mrs. Marino reviewed the proposed Budget with the Board. A major change in the Administrative lines is a

contract cleaning service proposal. Mrs. Marino discussed the cleaning service contract and the services they will provide. Mrs. Marino went on to discuss other lines of the Budget in detail.

**Upon motion** by Mr. Beck, seconded by Mr. Seiler the Board unanimously accepted the proposed Preliminary Budget 2020 as presented. The yes vote 9-0.

**Upon motion** by Ms. Berg, seconded by Mr. Beck the Board agreed unanimously to enter into a contract for one year with Greenpoint Janitorial Services.

### ***Financial Reports:***

#### *Treasurer's Report:*

Mr. Beck reviewed his report with the Board. In November the Library received the seconded payment of the property tax revenue, \$273,149. Debt Service Reserve account balance on November 30, \$174,097; As of November 30 the Library had \$8,638,896 in long term debt.

**Upon motion** by Mr. Murrell, seconded by Mr. Vermazen, the board unanimously accepted the Balance Sheet and Financial Statements. The yes vote 9-0.

**Upon motion** by Mr. Beck and seconded by Mr. Seiler it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for November 2018 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer: General Fund Expenses of \$59,527.65, Rental Fund Expenses of \$3,308.98, Debt Fund Expenses for \$169,866.93, Payroll Disbursement for pay date November 9, 2018 for \$56,219.92 and Payroll Disbursement for pay date November 23, 2018 for \$57,619.01, for a total of \$346,542.49. The yes votes, 9-0.

### ***Old Business:***

None.

### ***New Business:***

Ms. Berg announced she had a card for the Board to sign, congratulating former Trustee, Dr. Mary Anne Evangelist on her up-coming nuptials.

Mr. Growney informed the Board that Mrs. Marino, Library Director will be retiring in May 2019. A Directors Search Committee will be formed to begin the process. The Mr. Growney and the Board discussed the details on the process and asked for comments.

**Upon motion** by Mr. Seiler, seconded by Mr. Bresnan the Board unanimously agreed to the formation of a Search Committee for a Library Director.

Mr. Growney and the Board thanked Mr. Bresnan for his volunteer service to the Nyack Library Board of Trustees for the past four years.

### ***Public Comments:***

None.

### ***Adjournment:***

**Upon motion** by Mr. Seiler, seconded by Mr. Vermazen, it was resolved to adjourn the meeting at 9:35 p.m. The yes vote was unanimous, 9-0.

Respectfully submitted,

*Minerva Parker*

Board Clerk