

**The Nyack Library
Board of Trustees
Draft Minutes of the Regular Meeting
January 9, 2017**

Present:

E. Michael Growney, **President**
Mary Anne Evangelist, **Vice President**
Stephen Beck, **Treasurer**
Debra Karten, **Secretary**
Ellyse Okin Berg
Christopher Bresnan
Peter Danish
Henry Minnerop
Karen Roberts
Roger Seiler

Absent:

*Peter Vermazen

*=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 7:46 p.m.

Agenda Approval:

Upon motion by Dr. Evangelist, seconded by Ms. Roberts, it was resolved to approve the proposed agenda. The yes votes were unanimous.

Review of the Minutes:

Upon motion by Ms. Berg, seconded by Ms. Karten, it was resolved to approve the Minutes of the Regular Meeting of December 12, 2016, with corrections under Building & Committee Reports from tax rates to tax assessment and a correction under the Treasurer's Report to add that the Board unanimously accepted the Treasurer's Report. There were nine yes votes and one abstained vote by Ms. Roberts.

Public Comments:

None.

Director's Report:

Mrs. Marino asked if there were any questions on the Director's Report. The Board discussed the Carnegie-Farian Room repairs. Dr. Evangelist requested if new hire photos could be included on the Personnel Report, Mrs. Marino reiterated that HR had recommended the elimination of new hire photos in the Personnel Report, but she will look into another vehicle for photos.

Upon Motion by Dr. Evangelist and seconded by Mr. Bresnan, the Personnel Actions were unanimously approved.

Upon motion by Mr. Bresnan, seconded by Ms. Karten, it was resolved to accept the Technology & Outreach Inventory Report. The yes vote was unanimous.

Mr. Growney observed that Children's Program Attendance is very good. Mr. Seiler commented on the new format of the Monthly Statistics Report. The Board discussed the statistics in detail. Mrs. Marino stated the document is still a work in progress, will present the changes at the next Board Meeting.

Committee Reports:

Building and Property Committee:

Mr. Seiler reported the lot line project has been finalized and documents have been submitted to the Rockland County Clerk for file. Mr. Seiler will convey the results of this matter to Attorney Dennis Lynch, who volunteered his legal expertise on this project.

Development Committee:

Upon motion by Ms. Roberts to accept the Gifts & Grants Report for December 2016 and seconded by Dr. Evangelist, the Board resolved to accept with appreciation \$20 in General Support, \$23,000 in Designated Support to the Herbert Kurz Business Corner, \$7,679 in Designated Support to the Annual Appeal, \$397 in Designated Support to the Trudell Scholarship Fund and \$50 in contributions for books for the Moffett Room. The yes vote was unanimous.

Personnel Committee:

Dr. Evangelist reported the Personnel Committee met specifically to discuss increasing the compensation line on the Preliminary Budget submitted at the last Board meeting. The committee met and is recommending a 2.5% salary increase. This does not change the final dollar amount on the budget. The Board discussed the details on this matter. A revised budget will be submitted to reflect the change.

Financial Reports:

Treasurer's Report:

Mr. Beck reported \$9,965,000 in Bonds Outstanding, an interest payment of \$252,628 will be due June 1, 2017. Mr. Beck updated the Board on the Bonds Refinance Program and the Finance Committee meeting with Key Bank. Key Bank has shown their interest and presented a proposal to act as placement agent for the replacement bonds. The Board discussed the Bond Refinance Program in great detail. Mr. Beck spoke about the grant award from the Kurz Foundation. The total award is \$38,000 to establish the Herbert Kurz Business Corner. The library has already received \$23,000 in December and the remaining \$15,000 will come in 2017. The Board discussed investing some of the money into an endowment and how to go about it.

Cash on hand as of December 31, 2016 totaled \$1,306,906. For the first six months of FY 2017, the Library had a cash surplus of \$70,847 from all enterprises. In the month of December the DePew House had a cash deficit of \$28,961; the Stevenson House produced a cash surplus of \$8,294.

Upon motion by Mr. Beck, seconded by Dr. Evangelist the unanimously accepted the Financial Statements as presented.

Upon motion by Mr. Seiler and seconded by Dr. Evangelist it was resolved that the Nyack Library Board of Trustees approve the following disbursements for December 2016 which have been reviewed by the President and the Treasurer: General Fund Expenses of \$70,655.21, Rental Fund Expenses of \$5,804.14, Payroll Disbursement for pay

date December 9, 2016 for \$53,558.66, Payroll Disbursement for pay date December 23, 2016 for \$53,306.63. The Board unanimously approved.

Old Business:

Mrs. Marino will present the new Library Logo at the February 2017 meeting. Mr. Growney spoke about the Annual Holiday Dinner and that he enjoyed the dinner and hoped to see more trustees attend in the future.

New Business:

None.

Public Comments:

None.

Adjournment:

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

Respectfully submitted,
Minerva Parker
Board Clerk

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