

The Nyack Library
Minutes of the Regular
Board of Trustees Meeting
Monday, July 19, 2021

Present:

E. Michael Growney, **President**
Ellyse Okin Berg, **Vice President**
Brian Murrell, **Treasurer**
Tamara Jhashi
Michael Penn
Roger Seiler
Bebb Wheeler Stone
Valerie Williams-Sanchez

Absent:

*Peter Danish
Debra Karten, **Secretary**
*Wayne Henry

*=**Excused**

Staff: Angela Strong, Library Director
Sharon Alfano, Business Manager
Minerva Parker

Call to Order:

The Board President Mr. Growney called the Regular Monthly Meeting of July 19, 2021, to order at 7:09 p.m., in the Community Meeting Room.

Agenda Approval:

Upon motion by Ms. Berg, seconded by Dr. Stone, it was resolved to approve the agenda. The yes votes were unanimous 8-0.

Review of the Minutes:

Upon motion by Dr. Stone, seconded by Dr. Jhashi, it was resolved to approve the Minutes of the Regular Meeting of June 21, 2021. There were 7 yes votes, Ms. Berg abstained.

Public Comments:

Georgia Grandstaff, Information Specialist Programs, thanked the Board for all the support they have provided during last year's COVID 19 pandemic and all the work they do behind the scenes running the Library. Ms. Grandstaff also a member of the Staff Association, spoke in support of current contract negotiations and about Staff concerns on the recent consolidation of three departments and how that consolidation was implemented. It's understood the Library

can make the changes, however the manner in which the changes took place have left the staff unclear of their roles and responsibilities in the Library. The Staff feel the voicing of their concerns have not been properly addressed by the Supervisor's or Administration. The Staff are asking the Library to make every effort to rectify this situation and into the future to make every effort to better communicate to the staff about these type of changes before they actually happen, not an email notification after all is done. Better communication and transparency would benefit the Library and involving the affected Staff before the change would have been reasonable.

Anita Baumann, RCLS Trustee, congratulated the Library on receiving the 2020 Joseph Schubert Library Excellence Award. Ms. Baumann spoke about the Plan of Service 2022-2026 and the Focus Groups Report and how committed the RCLS Board are to providing services to all the libraries in the Ramapo Catskill Library System.

Director's Report:

Mrs. Strong reviewed her report in detail with the Board. During the month of June several facility issues were addressed. The HVAC problems continue, which effect several areas of the Library. Water intrusion continues to be a problem during rainy weather in several areas of the Library. Roof repair work is scheduled for July. Five additional cameras have been added to the security surveillance system. The Library resumed Summer Hours on June 21, 2021. Nyack Library Staff Association contract negotiations continue, the current contract has been extended for 30 days. Developing the Staff Survey continues. The survey was not distributed in late June, they were distributed in early July.

No Personnel Actions.

No Inventory changes.

Committee Reports:

Development Committee:

Upon motion by Mr. Growney to accept the Gifts & Grants Report for June 2021, and seconded by Ms. Berg, the Board resolved to accept with appreciation \$3,970.00 in Designated support. The 2021 Annual Development Appeal total to date has brought in \$25,697.20 in donations. The yes vote was unanimous 8-0.

Policy Development & Long Range Planning Committee:

Dr. Williams-Sanchez reported the Committee met last week to discuss their continuing work, and reported that the Board's Survey is almost complete, there is still one outstanding survey, the Staff Survey is 50% complete and the Community Survey is in development. When all Board and Staff responses are received, the data will be analyzed and a summary distributed to the Board for discussion and to determine new Long Range Plan goals and objectives.

Building & Property Committee:

Mr. Seiler elaborated on the recurring problems with the roofs and that there were three different construction projects on the library. A consultant was hired to help identify the problems. The consultant will look at the three roofs, in addition to the entire Library Building structure, machinery and property for evaluation.

Personnel Committee:

Dr. Jhashi reported no new Personnel Committee business to discuss.

Finance Committee:

Mr. Murrell reported the Committee met last week and discussed the LRP process in relation to the financial aspects for any future plans.

Financial Reports:

Treasurer's Report:

Mr. Murrell reviewed the Treasurer's Report in detail with the Board. At the end of June cash balances in the Operating and Reserve Accounts, \$1,599,261. On June 30 the Library had \$7,104,881 in long term debt remaining on the 2017 tax-exempt bond with TD Bank. Year to date FY 2021 the Library and DePew House operated at a \$327,145 surplus.

Upon motion by Mr. Murrell, seconded by Dr. Stone, the Library Board unanimously accepted the Financial Statements as presented including the Balance Sheet as of June 30, 2021 and the June 2021 Performance Report. The yes vote 8-0.

Upon motion by Mr. Murrell and seconded by Dr. Williams-Sanchez, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for June 2021 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer: General Fund Expenses of \$80,780.66, Rental Fund Expenses of \$8,683.92, Debt Fund Expenses for \$36,322.93, Payroll Disbursement for pay date June 4, 2021 for \$52,403.31 and Payroll Disbursement for pay date June 18, 2021 for \$50,886.97 for a total of \$229,077.79. The yes votes, 8-0.

Old Business:

None.

New Business:

Mrs. Strong and the Board reviewed and discussed the RCLS Plan of Service 2022-2026. Mr. Growney asked, is having a Marketing person and a Public Relations person the most effective use of public funds. Ms. Baumann explained how the Focus Groups collaborated with libraries to determine the needs to include in the Plan of Service.

Upon motion by Mr. Seiler, seconded by Mr. Murrell, the Board unanimously accepted the RCLS Plan of Service 2022-2026. The yes vote 8-0.

Adjournment:

Upon motion by Ms. Berg, the Board unanimously agreed to adjourn at 8:29 pm. The yes vote 8-0.

Respectfully submitted,

Minerva Parker

Board Clerk