

**The Nyack Library**  
**Minutes of the Regular**  
**Board of Trustees Meeting**  
**Monday, June 21, 2021**

**Present:**

E. Michael Growney, **President**  
Brian Murrell, **Treasurer**  
Wayne Henry  
Tamara Jhashi  
Michael Penn  
Bebb Wheeler Stone  
Valerie Williams-Sanchez

**Absent:**

\*Ellyse Okin Berg, **Vice President**  
\*Peter Danish  
\*Debra Karten, **Secretary**  
\*Roger Seiler

\*=**Excused**

**Staff:** Angela Strong, Library Director  
Sharon Alfano, Business Manager

***Call to Order:***

The Board President Mr. Growney called the Regular Monthly Meeting of June 21, 2021, to order at 7:12 p.m., in the Community Meeting Room.

***Agenda Approval:***

**Upon motion** by Mr. Murrell, seconded by Mr. Henry, it was resolved to approve the agenda. The yes votes were unanimous, 7-0.

***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 May 17, 2021. There were 7 yes votes.

***Public Comments:***

None.

***Director's Report:***

Mrs. Strong reviewed her report in detail with the Board. Mrs. Strong met with two roofing companies for estimates. One of the HVAC compressors froze up, that system is old. A replacement controller for the unit was installed and refrigerant was added. The rooftop AC unit will require repair to the fan blade and blower wheel.

The water line for the south garden area was installed and the sprinklers are in working order, the grounds are much greener now. In May the Access Services Department was created by merging the staff of three departments, Circulation, Computer Resource and Technical Services. The new department will be supervised by Terri Evans. Mrs. Strong attended several meetings during the month, RCLS Directors Association, RCLS ANSER committee, and LRP committee meetings. RCLS reimbursed the Library \$976 for personal protective equipment through a grant funded by the federal government, issued to the New York State Library. Mrs. Strong reiterated that Sexual Harassment Prevention Training must be taken every calendar year. The New York State Governor signed legislation requiring Trustees to have two hours of training annually.

Mr. Growney reported some changes since the writing of the Personnel Actions Report that Donna Lightfoot-Cooper resigned from her position as Head of Circulation upon her return from Personal Leave on June 1, 2021.

**Upon motion** by Mr. Growney, seconded by Mr. Murrell, the Personnel Actions were unanimously accepted. The yes vote 7-0.

**Upon motion** by Dr. Jhashi, seconded by Dr. Stone, the Hardware Inventory Report was unanimously accepted. The yes vote 7-0.

***Committee Reports:***

*Development Committee:*

**Upon motion** by Mr. Growney to accept the Gifts & Grants Report for May 2021, and seconded by Dr. Jhashi, the Board resolved to accept with appreciation \$2,600 in Designated support and \$3,000 Libraries Transforming Communities Grant from the American Library Association (ALA). The 2021 Annual Development Appeal total to date has brought in \$21,727.20 in donations. The yes vote was unanimous 7-0.

*Policy Development & Long Range Planning Committee:*

Dr. Williams-Sanchez reported for the committee and gave a summary on the Long Range Planning Assessment and the work involved in gathering the information to date.

*Building & Property Committee:*

No meeting this month. Mr. Henry summarized work behind the scenes on the building and property over the past month.

**Upon motion** by Mr. Henry, seconded by Dr. Stone, the Board unanimously approved expenditures up to \$20,000 to be spent on roof and related leak repairs. The yes vote 7-0.

*Personnel Committee:*

Dr. Jhashi reported the Committee met, Tuesday, June 15, 2021 to follow up on a personnel complaint and contract negotiations.

*Finance Committee:*

**Upon motion** by Mr. Murrell, seconded by Dr. Williams-Sanchez the Board unanimously accepted the FYE22 Final Budget with re-allocated items as presented. The yes vote 7-0.

***Financial Reports:***

*Treasurer's Report:*

Mr. Murrell reviewed the Treasurer's Report in detail with the Board. As of May 31 the cash balances totaled \$1,808,538. On May 31, the long term debt totaled \$7,124,895 on the 2017 tax-exempt bond with TD Bank. Year to date the Library accounted for a \$301,595 surplus and the DePew House operated at a \$1,062 surplus.

**Upon motion** by Mr. Murrell, seconded by Mr. Penn, the Library Board unanimously accepted the Financial Statements as presented including the Balance Sheet as of May 31, 2021 and the May 2021 Performance Report. The yes vote 7-0.

**Upon motion** by Mr. Murrell and seconded by Dr. Jhashi, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for May 2021 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer: General Fund Expenses of \$73,207.60, Rental Fund Expenses of \$1,050.49, Debt Fund Expenses for \$36,322.91, Payroll Disbursement for pay date May 6, 2021 for \$51,084.15 and Payroll Disbursement for pay date May 21, 2021 for \$50,636.02 for a total of \$212,301.17. The yes votes, 7-0.

***Old Business:***

Mrs. Strong handed out the reopening plan and discussed it in detail with the Board.

**Upon motion** by Dr. Stone, seconded by Mr. Henry the Board unanimously approved the Reopening Plan. The yes votes, 7-0.

***New Business:***

Mrs. Strong discussed the Free Direct Access Plan 2022-2026. The Plan is an agreement with RCLS member libraries and how they interact with each other providing services and access to their collections for residents.

**Upon motion** by Mr. Murrell, seconded by Dr. Stone, the Board unanimously accepted the Free Direct Access Plan 2022-2026. The yes vote 7-0.

***Adjournment:***

**Upon motion** by Dr. Jhashi, seconded by Mr. Murrell, the Board unanimously agreed to adjourn at 8:16 pm. The yes vote 7-0.

Respectfully submitted,

*Minerva Parker*

Board Clerk