

**The Nyack Library
Board of Trustees
Draft Minutes of the Regular Meeting
November 13, 2017**

Present:

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

Absent:

*Henry Minnerop

*=Excused

Staff: Jane Marino, Library Director
Sharon Alfano, Business Manager
Minerva Parker, Board Clerk
Catherine Horvath, Programming Assistant
Tracy Dunstan, Head of Reference & Readers Advisory

Call to Order:

The Board President Mr. Growney called the Regular Monthly Meeting to order at 7:30 p.m. Mr. Growney informed the Board that effective immediately Dr. Maryanne Evangelist has resigned from the Board of the Nyack Library.

Agenda Approval:

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

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 October 9, 2017. There were seven yes votes, Mr. Danish and Ms. Karten abstained.

Public Comments:

None.

New Staff:

Mrs. Marino introduced Catherine Horvath, Programming Assistant and Tracy Dunstan, Head of Reference & Readers Advisory. Ms. Horvath talked about her background, qualifications and plans for the Programming Department going forward. Ms. Dunstan spoke of her background, qualifications and past experience as a Reference Librarian in New Jersey.

Director's Report:

Mrs. Marino summarized her written report. Mrs. Marino has received three proposals from Art Appraisal companies, but has not yet decided on which company to choose. Mrs. Marino asked Ms. Karten if she would find some time to stop in and review the inventory list. Ms. Karten has background history working with Art Appraisals. All the tree work has been done. Someone from the Village will be coming by to inspect the DePew House porch, which was not done when the work was completed, so they may issue a certificate of compliance for work done. Mr. Bresnan asked about the number of rentals in the DePew House.

Upon motion by Mr. Seiler and seconded by Mr. Vermazen, the Personnel Actions were unanimously approved.

No inventory report this month.

The format of the Monthly Statistics Report has been redesigned, a little easier to read.

Committee Reports:

Building & Property Committee:

No Report.

Development Committee:

Upon motion by Ms. Berg to accept the Gifts & Grants Report for October 2017 and seconded by Mr. Bresnan, the Board resolved to accept with appreciation \$ 20.00 in General Support, \$100.00 in Designated Support, \$1,925.00 for Museum Passes and \$352.50 for Welcome Banners from the Friends of the Library. The yes vote was unanimous.

The Friends of the Library Book Sale made approximately \$5,000, largest profit for the yearly book sale in the last few years.

Finance Committee:

Mr. Beck reported the Finance Committee and Management worked with the Auditor on the Financial Report, reviewed and recommended to the Audit Committee for approval.

Audit Committee:

Mr. Seiler reported the Audit Committee met and had a very thorough review with the Auditor of the proposed Financial Report. The Board discussed the report in detail. Members of the Audit Committee are Peter Vermazen, Roger Seiler, Steve Beck, and Michael Growney.

Upon motion by Mr. Seiler, seconded by Ms. Berg, the Board unanimously approved the recommendation of the Audit Committee to accept the Financial Report FY June 30, 2017 by Baldessari & Coster.

Financial Reports:

Treasurer's Report:

Mr. Beck summarized his report for the Board and discussed in detail the Refinancing of the Tax-Exempt Bonds. New accounts have been opened with TD Bank and all the accounts at Sterling Bank have been closed out. On October 30 the library received the first installment of the property tax revenue \$2,464,048.

Mr. Beck discussed the Recommendations from the Auditor letter with the Board.

Upon motion by Mr. Seiler, seconded by Mr. Vermazen the Board unanimously accepted the Financial Statements and Treasurer's Report as presented.

Upon motion by Mr. Beck and seconded by Ms. Berg it was resolved that the Nyack Library Board of Trustees approve the following disbursements for October 2017 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer: General Fund Expenses of \$72,231.00, Rental Fund Expenses of \$1,503.04, Debt Fund Expenses for \$157,832.48, Payroll Disbursement for pay date October 13, 2017 for \$51,649.33, Payroll Disbursement for pay date October 27, 2017 for \$52,577.13. The Board unanimously approved.

Old Business:

The Board was reminded that the Annual Donor Reception was Friday, November 17, 2017, 6:30 pm in the Carnegie Room, all were encouraged to attend.

New Business:

Mr. Seiler recommended appointing a Vice President to complete the term vacated by Dr. Evangelist.

Upon motion by Mr. Seiler, seconded by Mr. Beck, the Board unanimously appointed Chris Bresnan to fill the seat. Mr. Bresnan accepted.

Public Comments:

None.

8:40 pm Upon motion by Mr. Danish, seconded by Mr. Seiler, the Board unanimously agreed to go into Executive Session to discuss matters related to the Staff Union.

8:50 pm Upon motion by Mr. Danish, seconded by Ms. Karten, the Board unanimously agreed to come out of Executive Session.

Adjournment:

Upon motion by Mr. Vermazen, seconded by Mr. Danish, it was resolved to adjourn the meeting at 8:51 p.m. The yes vote was unanimous.

Respectfully submitted,
Minerva Parker
Board Clerk