

The Nyack Library
Minutes of the Regular
Board of Trustees Meeting
Monday, September 12, 2022

Present:

E. Michael Growney, **President**
Ellyse Okin Berg, **Vice President**
Wayne Henry, **Secretary**
Steven Cea
Peter Danish
Tracy Dressner
Michael Penn
Roger Seiler
Bebb Wheeler Stone

Absent:

*Brian Murrell, **Treasurer**
Valerie Williams-Sanchez-resigned

*=**Excused**

Staff: Ed Falcone, Interim Library Director
Sharon Alfano, Business Manager
Minerva Parker, Board Clerk

Call to Order:

The Board President Mr. Growney called the Regular Monthly Meeting of September 12, 2022, to order at 7:04 p.m., in the Community Meeting Room.

Agenda Approval:

Upon motion by Mr. Seiler, seconded by Ms. Berg, it was resolved to approve the agenda. There were 9 yes votes.

Review of the Minutes:

Upon motion by Dr. Stone, seconded by Mr. Cea, the Board unanimously approved the Minutes of the Regular Meeting, March 21, 2022. There were 7 yes votes, 2 abstentions, Mr. Penn and Ms. Berg.

Upon motion by Dr. Stone, seconded by Ms. Berg, the Board unanimously approved the Minutes of the Regular Meeting, June 21, 2022. There were 6 yes votes, 3 abstentions, Mr. Henry, Mr. Seiler and Mr. Cea.

Upon motion by Ms. Berg, seconded by Mr. Cea, the Board unanimously approved the Minutes of the Regular Meeting, July 18, 2022. There were 6 yes votes, 3 abstentions, Mr. Growney, Mr. Henry, and Dr. Stone.

Upon motion by Dr. Stone, seconded by Mr. Cea, the Board unanimously approved the Minutes of the Special Meeting, August 11, 2022. There were 7 yes votes, 2 abstentions, Mr. Growney and Mr. Danish.

Public Comments: (full Board Meeting comments may be heard here <https://soundcloud.com>)

None.

Director's Report:

Mr. Falcone reported to the Board, a lot of time was spent working on writing the construction grant applications to support the upgrade to the HVAC system. Also, worked on the RCLS IT Services Agreement. Mr. Falcone submitted applications for two grants, which would be for the HVAC systems upgrade. It generally takes about a year before knowing if the grant will be awarded to Nyack Library.

The Friends of the Library purchased shelving for the Red Barn in preparation for the book sale. The clock in the Carnegie-Farian Room will be repaired on September 13.

Some of the job vacancies have been filled over the Summer. Currently interviewing candidates for the two Librarian positions.

Upcoming event via zoom-RCLS Annual Meeting & Awards Presentation, September 16, 2022. Pre-registration is required. Mr. Growney will be receiving the Anthony J. Knipp Trustee Award.

Personnel Actions: None.

Upon motion by Ms. Dressner, seconded by Mr. Cea, the Board unanimously accepted the Hardware Inventory for July 2022. There were 9 yes votes.

7:13 pm Upon motion by Dr. Stone, seconded by Mr. Cea, the Board unanimously agreed to go into Executive Session to discuss Personnel matters related to the Director search. The yes vote 9-0.

7:50 pm Upon motion by Ms. Berg, seconded by Ms. Dressner, the Board unanimously agreed to come out of Executive Session. The yes vote 9-0.

Upon motion by Dr. Stone, seconded by Ms. Berg, the Board agreed to approve the hiring of consultants Leslie & Alan Burger, Library Development Solutions, to continue with the Executive Director search for Nyack Library. The Board unanimously agreed, the yes vote 9-0.

Committee Reports:

Development Committee:

Upon motion by Mr. Danish to accept the Gifts & Grants Report for July & August 2022, and seconded by Ms. Dressner, the Board resolved to accept with appreciation \$606 in Designated support to the Annual Appeal and \$7,500 in Designated support for Large Print and E-Books. The 2023 Annual Development Appeal total to date has brought in \$606 in donations. There were 9 yes votes.

Ms. Berg announced the Friends of the Nyack Library Fundraiser at Elmwood Playhouse, Wednesday, September 28, 2022, 8 pm. The show-Night & Day: Love Lost and Found Through the Eyes of Cole Porter.

Policy Development & Long-Range Planning Committee:

Upon motion by Ms. Berg, seconded by Ms. Dressner, the Board unanimously approved the changes below to the Bylaws section 2(c) Election of Trustees (regarding timing of the Annual Trustee Election & the Annual Association Meeting). The yes vote 9-0.

The Annual Election of Trustees (the Annual Association Meeting) will be held in February on the same date and time as the Library Budget Vote. In any year where no Library Budget Vote is held, the Election of Trustees will take place on the second Tuesday of February.

The Annual Board Meeting will take place immediately prior to the first regularly scheduled Board Meeting after the Annual Trustee Election. Newly elected Trustees will take office at the Annual Board Meeting and shall hold office until a successor is appointed or elected.

Upon motion by Ms. Berg, seconded by Ms. Dressner, the Board unanimously approved the changes below to the Bylaws section 6(c) & 6(d) Annual Association and Annual Board Meeting. The yes vote 9-0.

Any changes made to the Bylaws regarding the date and time of the Annual Trustee Election and/or the Annual Board Meeting will supersede current Bylaws sections 6(c) & 6(d) Annual Association Meeting and Annual Board Meeting to the extent the newer provisions conflict with the current provisions.

Nominating Committee:

Ms. Berg announced the Board has a vacancy which need to be filled.

Building & Property Committee:

No report.

Personnel Committee:

No report.

Audit Committee:

No report.

Finance Committee:

No report.

IT Task Force Committee:

Mr. Henry reported the Committee has three resolutions being presented tonight.

RESOLVED that the President and Interim Director are authorized to execute the Renewal Agreement for the Integrated Library System with RCLS for a five-year term at an approximate cost of \$18,000.00 for the first year.

Upon motion by Mr. Henry, seconded by Mr. Cea, the Board unanimously approved the Renewal Agreement. The yes vote 9-0.

RESOLVED that based upon the options presented by RCLS to support The Nyack Library's technology infrastructure, The Nyack Library will become an Independent Library as defined by RCLS IT Services effective January 1, 2023. The Interim Director is authorized to communicate this decision to RCLS.

Upon motion by Mr. Henry, seconded by Ms. Dressner, the Board unanimously approved the Interim Director to communicate to RCLS, Nyack Library will become an Independent Library. The yes vote 9-0.

RESOLVED that the Interim Director is authorized to negotiate an agreement with Frontline Data Services for computer hardware, technical support and implementation services associated with becoming an Independent Library based upon Board parameters.

Upon motion by Mr. Henry, seconded by Mr. Cea, the Board unanimously approved the Interim Director to negotiate an Agreement with Frontline Data Services, for computer hardware, technical support and implementation, associated with becoming an Independent Library. The yes vote 9-0.

Financial Reports:

Treasurer's Report:

Mr. Henry reviewed the details of the Treasurer's Report with the Board. Cash balances at the end of July & August totaled \$1,076,673 & \$873,563 respectively. Current Bond Status, \$6,808,287 in long term debt remaining on the 2017 tax-exempt bond with TD Bank. Mr. Henry discussed the details of the monthly disbursements, which require Board approval. Current fiscal year-to-date the Library operated at a \$56,570 surplus and the DePew House operated at a \$2,681 surplus.

Upon motion by Mr. Henry, seconded by Mr. Cea, the Library Board unanimously accepted the Financial Statements as presented including the Summary of Key Balance Sheet Amounts as of July 31, 2022 and the July 2022 Performance Report. There were 9 yes votes.

Upon motion by Mr. Henry, seconded by Mr. Cea, the Library Board unanimously accepted the Financial Statements as presented including the Summary of Key Balance Sheet Amounts as of August 31, 2022 and the August 2022 Performance Report. There were 9 yes votes.

Upon motion by Mr. Henry and seconded by Mr. Cea, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for July 2022 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer: General Fund Expenses of \$137,953.13, Rental Fund Expenses of \$4,194.25, Debt Fund Expenses for \$36,322.92, Payroll Disbursement for pay date July 1, 2022 for \$56,864.82, Payroll Disbursement for pay date July 15, 2022 for \$56,292.56 and Payroll Disbursement for pay date July 29, 2022 for \$52,883.17, for a total of \$344,510.85. There were 9 yes votes.

Upon motion by Mr. Henry and seconded by Mr. Cea, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for August 2022 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer: General Fund Expenses of \$73,829.35, Rental Fund Expenses of \$6,340.89, Debt Fund Expenses for \$36,322.93, Payroll Disbursement for pay date August 12, 2022 for \$53,646.09 and Payroll Disbursement for pay date August 26, 2022 for \$51,581.03, for a total of \$221,720.29. There were 9 yes votes.

Old Business:

None.

New Business:

Mr. Growney announced the resignation of Trustee Valerie Williams-Sanchez, from the Board of Trustees. She is no longer living in the Chartered Service Area.

Upon motion by Mr. Growney, seconded by Ms. Berg, the Nyack Library Board of Trustees thanks Valerie Williams-Sanchez for being a contributing member of the Library Board. Ms. Williams-Sanchez served on the Policy Development & Long-Range Planning, Finance, Development & Public Relations and Executive Committees. The yes vote, 9-0.

RCLS Budget for next year has been received, the Director and Board President will review it, before distributing it to the Board for discussion.

Mr. Falcone would like to fix the Library Hours of Service signage to make more permanent.

Upon motion by Ms. Berg, seconded by Ms. Dressner, the Board of Trustees have decided the Summer Hours Schedule is now the new Regular Hours Schedule.

Upon motion by Mr. Growney, seconded by Ms. Dressner, the Board unanimously approved the 2023 Official Holiday & Closings Schedule and 2023 Schedule of Board Meetings, with corrections. The yes vote 9-0.

9:00 pm Upon motion by Mr. Seiler to enter into Executive Session to discuss Personnel Matters, seconded by Ms. Berg, the Board unanimously agreed. There were 8 yes votes, one member left early.

9:15 pm Upon motion by Mr. Henry, seconded by Mr. Cea, the Board unanimously agreed to come out of Executive Session. There were 8 yes votes, one member left early.

Adjournment:

Upon motion by Ms. Dressner, seconded by Mr. Henry, the Board unanimously agreed to adjourn at 9:15 pm. There were 8 yes votes, one member left early.

Respectfully submitted,

Minerva Parker

Board Clerk