
Director's Report

September 2021

Facilities

A flood occurred in the South Elevator shaft on September 9th. The sump pump in the shaft was clogged, which caused approximately 5' of water to fill the shaft. Castlton Environmental pumped the water and hydraulic fluid out on September 10th. A new pump was installed on September 15th. Jeff Flournoy worked for several days to address and communicate about the problem, coordinate with vendors and to remove residue from the shaft.

Jeff Flournoy and Minerva Parker worked with the alarm company AFA to troubleshooting a series of alerts we received about communications line failures. It was finally determined that a power outage had occurred and the system needed to be reset.

The Local History furnace room HVAC condensate line repair continues to address and eliminate the flow of water from the unit onto the floor of the furnace room and into the Local History area.

We experienced water intrusion on the north wall of the 3rd Fl non-fiction area in the same place we have had leakage in the past. I asked the roof repair company to evaluate the problem. They determined that the likely cause of the leakage is a bent corner of the window located above the leak area. This situation may explain water intrusion under certain weather conditions. We expect that the Building Condition Study will address this concern.

Georgia Grandstaff informed me of a broken window (west side left corner) in the Community Meeting Room. We received an estimate to replace the window and the work will be done in October by the same company that has replaced plate glass windows in the past. Jeff Flournoy placed tape and signage on the window as a precaution. It is not clear how the window was damaged as the impact point is on the interior side of the window.

A Building Condition Study will be performed by Michael Shilale Architects. We expect the work to begin in October and to have a report by December.

Reopening

We resumed regular Fall/Winter/Spring hours on September 7th. The Library is now open to the public 64 hours a week: M-Th 10am-9 pm; Fr 10am-6 pm; Sat. 10am-5 pm and Sunday 12-5 pm. We have resumed some in building programs for adults, children and teens, and some of the groups that used our meeting rooms in the pre-Pandemic period have also resumed in person meetings. Everyone who visits and uses the building must wear a mask to protect their own health and the health of others.

Personnel

The Management Team continued to work on contract negotiations with the Nyack Library Staff Association.

Budget

Sharon Alfano and I began the preparation work for developing the FY23 budget. The New York State Comptroller's Office has not released the Inflation Factors and Allowable Levy Growth Factors guide for fiscal years starting July 2022, but the data that has been released shows inflation factors growing. For example, the inflation factor for FY 2021 was 1.23%, but for the fiscal year starting March 2022, the factor is listed at 3% with an Allowable Levy Growth Factor capped at 1.0200.

Meetings

I attended a brief, virtual Ramapo Catskill Library System Annual Meeting on September 10th. Ellyse Berg was also in attendance and cast a vote on behalf of Nyack Library for the election of RCLS trustees.

I attended several ANSER Committee meetings as a member of the subcommittee working on a survey of member libraries. Tracy Dunstan, Lou Moreno and Mike Grella provided feedback for me to use in responding to the survey regarding our library's experience using ANSER services. I attended the regular monthly meeting of the ANSER Committee during which RCLS staff announced that they would be significantly modifying the requirements for member libraries to use ANSER services.

Training

Omar Pecou and I conducted a session of mandatory Evacuation safety training on Wednesday, September 29th. Additional training sessions will be held in October and November.

Long Range Planning

We prepared for the Community Forums that were held on September 22nd. We mailed invitations and flyers about the meetings to over 40 local organizations in addition to reaching out to the 75 survey respondents who indicated interest in attending a forum. The meetings provided the public with a presentation on the Long Range Planning process, reviewed the early results of the Community Survey, and then provided participants with the opportunity to further explore and reflect on the work initiatives the Library should consider undertaking in the future. In addition, I provided the Department Heads with the survey data and asked them to work with their staff to develop objectives and action items to begin the work of drafting the new LRP. We scheduled two Staff LRP forums for October with the intention of presenting the same information that was provided at the Community Forums along with data gathered from the staff survey. They will have the opportunity to further explore and reflect on the work and staff development initiatives the Library should consider undertaking in the future.

Events

Minerva Parker created a Save the Date postcard that was mailed to donors for the Annual Appeal Donor Appreciation Event scheduled for Saturday, November 20th. The postcard will be followed with an invitation in October.

Looking ahead

Please note the upcoming events:

The authors, Jerry Nichols and Rebekkah Smith Aldrich, of the Handbook for Library Trustee of New York State are leading a series of Book Club events. It will be an informative series!

Each month trustees will be encouraged to read a chapter of the Trustee Handbook and send in questions that the authors will address during the live event.

- Tuesday, November 16, 2021: Library Board Meetings
- Tuesday, December 14, 2021: Personnel

Annual Appeal Donor Reception and Concert on Saturday, November 20th 6:30 pm with a concert 7:30 pm