

The Nyack Library
Minutes of the Regular
Board of Trustees Meeting
Monday, September 9, 2019

Present:

Ellyse Okin Berg, **Vice President**
Brian Murrell, **Treasurer**
Debra Karten, **Secretary**
Peter Danish
Roger Seiler
Bebb Wheeler Stone
Cora Sarjeant Wilder

Absent:

*E. Michael Growney, **President**
*Tamara Jhashi

*=**Excused**

Staff:

Angela Z. Strong, Library Director
Sharon Alfano, Business Manager
Minerva Parker, Administrative Assistant
Tracy Dunstan, Head of Reference & Readers' Advisory Services

Call to Order:

The Board Vice President Ms. Berg called the Regular Monthly Meeting to order at 7:30 p.m.

Agenda Approval:

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

Review of the Minutes:

Upon motion by Dr. Stone, seconded by Ms. Karten the Minutes of the Regular Meeting, July 15, 2019 were approved with changes under the Director's Report to Sexual Harassment *Prevention* Training and under the Development Committee report, the Committee had a meeting to begin planning the Annual Appeal Gala. The yes vote 6-0, Mr. Murrell abstained; he was not present at that meeting.

Upon motion by Ms. Berg, seconded by Dr. Stone, the Minutes of the Special Meeting, July 30, 2019, were approved, the yes vote, 6-0. Ms. Karten abstained; she was not present at that meeting.

Public Comments:

None.

Director's Report:

Mrs. Strong shared additional information to her report, three Trustees still need to attend a Sexual Harassment Prevention Training before the October 9, 2019 due date. Save the date cards have been mailed for the November 22, 2019 Annual Appeal Gala. The RCLS Director's position has been filled by Grace Riario.

Upon motion by Mr. Seiler, seconded by Ms. Berg, the Personnel Actions were unanimously accepted. The yes vote 7-0.

Upon motion by Dr. Wilder, seconded by Ms. Karten, the Inventory report was unanimously accepted. The yes vote 7-0.

Committee Reports:

Development Committee:

Upon motion by Mr. Danish to accept the Gifts & Grants Report for July/August 2019, and seconded by Dr. Stone, the Board resolved to accept with appreciation \$75 in General support, \$800 in Designated support to the Annual Appeal and \$29.09 in Designated support to the Maker Space Expo and \$3,439.98 from Friends of the Library support. The 2019 Annual Development Appeal total to date has brought in \$17,701 in donations. The yes vote was unanimous 7-0.

Mr. Danish reported that this year the Development Committee will make phone calls to invite the donors to the Annual Appeal Gala on November 22, 2019.

Staff Visitor Report:

Tracy Dunstan, Head of Reference & Readers' Advisory Services showed a slide presentation on the services and program plans in the Reference Department in the coming months.

Mr. Seiler asked about the statistics and about the WiFi incorrectly reported numbers. The Board discussed this in detail.

Financial Reports:

Treasurer's Report:

Mr. Murrell reported the cash on hand August 31 \$279,446; the TD Bank line of Credit is \$450,000 and available for use if needed until we receive the property tax income in October/November 2019. On August 31, the library had \$7,573, 489.01 in long term debt; Debt Service is \$36,300.

For the first two months of FY 2020 the Library operated on budget; Library operations accounted for \$1,724 surplus; DePew House operated at an \$8,361 cash deficit, is expected to experience a \$56 thousand cash deficit for FY 2020.

Baldessari & Coster, LLP have completed the on-site audit work and are finalizing work on their audit of Nyack Library for FYE 2019.

Upon motion by Mr. Murrell and seconded by Ms. Berg, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for July 2019 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer: General Fund Expenses of \$79,075.76, Rental Fund Expenses of \$8,008.78, Debt Fund Expenses for \$36,322.94, Payroll Disbursement for pay date July 5, 2019 for \$53,824.56, and Payroll Disbursement for pay date July 19, 2019 for \$54,538.43 for a total of \$231,770.47. The yes votes, 6-0, Mr. Danish left meeting.

Upon motion by Mr. Murrell and seconded by Dr. Stone, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for August 2019 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer: General Fund Expenses of \$96,799.17, Rental Fund Expenses of \$4,295.04, Debt Fund Expenses for \$36,322.90, Payroll Disbursement for pay date August 2, 2019 for \$55,496.13, Payroll Disbursement for retroactive pay date August 9, 2019 for \$7,555.86, Payroll Disbursement for pay date August 16, 2019 for \$58,101.59 and Payroll Disbursement for pay date August 30, 2019 for \$55,580.97 for a total of \$314,151.66. The yes votes, 6-0, Mr. Danish left meeting.

Upon motion by Mr. Seiler, seconded by Ms. Karten, the Board unanimously approved the Treasurer's Report and Financial Statements, 6-0.

Old Business:

None.

New Business:

None.

Public Comments:

None.

Adjournment:

Upon motion by Dr. Stone, seconded by Mr. Murrell, it was resolved to adjourn the meeting at 8:34 p.m. The yes vote was unanimous, 7-0.

Respectfully submitted,

Minerva Parker

Board Clerk