

## West Nyack Free Library

**MINUTES:** Meeting of the Board of Trustees

**DATE:** October 12, 2015

**PRESENT:** Lorette Adams, Frank Alkin, Jim Benvenuto, Arlene Block, Melissa DeNicola, Raymond Kosinski, Kurt Mohr, Eugenia Schatoff

**ABSENT:** None

- I. Call to Order – J. Benvenuto called the meeting to order at 7:32 P.M.
- II. K. Mohr moved to accept the minutes of September 21, 2015; seconded by F. Alkin; passed unanimously.  
  
L. Adams made a motion to take off the table the discussion about insurance; seconded by M. DeNicola, passed unanimously. Doug Cypes from USI Insurance Services made a presentation to the Board about proposed coverage changes.

After the presentation, the Board discussed the changes proposed. K. Mohr made a motion to make the following changes:

- (1) increase Boiler and Machinery (Equipment Breakdown) coverage (\$733.00 premium),
- (2) increase Savings for Increasing Property Deductible to \$2,500.00 (\$900.00 premium), and
- (3) eliminate Cost of Additional Insureds: Town of Clarkstown/W.Nyack Fire Engine Co. #1 (\$147.00 premium).

The motion was seconded by F. Alkin and passed unanimously.

- III. Financial Reports
  - A. 2015 Income and Expenses through September 2015 – The reports were received.
  - B. Bank Account Analysis through September 2015 – The reports were received.

L. Adams moved to approve the expenditures; seconded by M. DeNicola; passed unanimously.

L. Adams made a motion to adopt the new modified Income and Expenses format; seconded by R. Kosinski; passed unanimously.
- IV. Committee Assignments and Reports
  - A. Building and Grounds –It was suggested that we ask the Custodian to sweep the parking lot in order to get rid of some of the debris caused by the deteriorating condition of the bumpers.
  - B. Planning
    - L. Adams made a motion to table the vote on the Mission Statement; seconded by M. DeNicola; passed unanimously.
    - The Five Year Plan Committee reported that focus groups are being held; questions for the Board’s focus group will be sent via email.

- The Finance Committee will meet at 7 PM before next month's Board Meeting.
- C. Public Relations – We will make phone calls and put up signs to publicize the Budget Vote.
- D. Finance
- L. Adams made a motion to confirm the email vote taken to modify the tax cap resolution—in addition to Resolution 1 to adopt Resolution 2; seconded by M. DeNicola; passed unanimously.
  - L. Adams made a motion to transfer \$1,750.58 to our new checking account to close out the old account; seconded by R. Kosinski; passed unanimously.
- E. Administration
- L. Adams made a motion to take off the table the discussion regarding the amount of money to be taken out for a Capital account; seconded by M. DeNicola; passed unanimously.
  - L. Adams made a motion to make an entry on the books that \$200,000.00 be allocated to the Capital Fund (5 years @ \$40,000.00 per year) from the Equity account and hereafter add additional funds of \$40,000.00 per year; seconded by K. Mohr; passed unanimously.
- F. Print & Non-Print Materials – None
- V. Director's Report - The Director's Report for September 2015 was received.  
Action Items:
1. RCLS Budget Approval: R. Kosinski made a motion to approve the RCLS budget for 2016 as proposed; seconded by M. DeNicola; passed unanimously.
  2. Snow Removal: E. Schatoff will send the correct contract via email and a vote will be taken via email.
  3. Meeting Room Use: L. Adams made a motion to approve both applications to use the meeting room (Capabilities Partnership Inc. and Westchester Independent Living Center); seconded by R. Kosinski; passed unanimously.
  4. New Circulation Desk: M. DeNicola made a motion to move ahead with plans for the new circulation desk and surrounding area not to exceed \$23,000.00; seconded by F. Alkin; passed unanimously.
- VI. Unfinished Business
- Friends: E. Schatoff is still waiting to hear about the status the tax ID number.
- VII. New Business - None
- VIII. Trustees' Comments – None
- IX. Adjournment – L. Adams made a motion to adjourn the meeting. The meeting was adjourned at 9:37 P.M.

Respectfully submitted,

Arlene Block  
Recording Secretary