

West Nyack Free Library

BOARD OF TRUSTEES

MINUTES: Meeting of the Board of Trustees

DATE: March 12, 2018

PRESENT: Lorette Adams, Frank Alkin, Melissa DeNicola, Ray Kosinski, Kurt Mohr, Eugenia Schatoff

ABSENT: Chris Maloney

- I. Call to Order – R. Kosinski called meeting to order at 7:38 P.M.
- II. Minutes – K. Mohr moved to accept the minutes of February 12, 2018; seconded by F. Alkin; passes unanimously.
- III. Financial Reports presented by L. Adams
 - A. 2018 Income and Expenses through February 2018 – The reports were received.
 - B. Bank Account Analysis through February 2018 – The reports were received.
 - C. Approval of Checks and Warrants through February 2018 – K. Mohr moved to approve the expenditures; seconded by F. Alkin; passed unanimously.
- IV. Committee Assignments and Reports
 - A. Buildings and Grounds Reported by Frank Alkin and E. Schatoff
 1. The committee set a meeting date of 3/21/18 to do a walk thru of the building and put together a project List, and review timelines for projects.
 2. Discussion of creative ideas for display space under the main stairwell.
 - B. Planning:
 1. None
 - C. Public Relations:
 1. None
 - D. Finance: None
 - E. Administration
 1. Insurance renewal: F. Alkin made a motion to go with the Empire Health Plan, seconded by L. Adams, passes unanimously.
 2. F. Alkin made a motion to contribute 70% to healthcare for individual, seconded by L. Adams, approved unanimously.

- V. Directors Report – The Directors Report February 2018 was received.
Action Items:
1. L. Adams made a motion to accept the Fire drill Policy and Procedure seconded by F. Alkin, passed unanimously.
 2. L. Adams made a motion to approve the 2 new hires: Jennifer Enright and Jessica Luu as Jr. clerks at a minimum salary of \$10.40 per hour seconded by F. Alkin, approved unanimously. Welcome Jennifer and Jessica.
 3. Ongoing discussions about job title changes.
- VI. Unfinished Business
- 1) Board recruitment has been ongoing.
 - 2) M. DeNicola made a motion to send a formal outreach letter to New City Library seconded by L. Adams, approved unanimously.
 - 3) After ongoing discussions on Library fine, L. Adams made a motion to reduce the fines by 50% seconded by F. Alkin, passed unanimously.
- VII. New Business
- 1) The RCLS Assistant Director will come to do a Board of Trustee workshop at the Library to support and assist the Board in their continued commitment to the Library.
- VIII. K. Mohr made a motion to adjourn the meeting, second by F. Alkin. The meeting was adjourned at 9:10 P.M.

Respectfully Submitted.

Melissa A. Sorce-DeNicola
Recording Secretary