

West Nyack Free Library

MINUTES: Meeting of the Board of Trustees

DATE: May 9, 2016

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

ABSENT: Melissa DeNicola

- I. Call to Order – J. Benvenuto called the meeting to order at 7:32 P.M.
- II. Minutes – R. Kosinski moved to accept the minutes of April 11, 2016; seconded by F. Alkin; passed unanimously.
- III. Financial Reports
 - A. 2016 Income and Expenses through April 2016 – The reports were received. They will be revised to indicate “Cash Basis” instead of “Accrual Basis.”
 - B. Bank Account Analysis through April 2016 – The reports were received. They will be revised to indicate “Cash Basis” instead of “Accrual Basis.”
 - C. Approval of Checks and Warrants through April 2016 – R. Kosinski moved to approve the expenditures; seconded by K. Mohr; passed unanimously.
- IV. Committee Assignments and Reports
 - A. Building and Grounds
 1. Circulation Desk: Installation is scheduled for May 18, 19, and 20.
 2. Heat in Lobby: We’ve called four contractors and have received one bid so far. This is ongoing.
 3. Stairs: We are waiting to hear from Colorful World regarding what can be done to prevent people from slipping on the stairs.
 4. Signage: The library has been approved to have 3 National Library Symbol highway signs installed directing people to the library.
 5. Bathroom: One bathroom floods frequently and it is compromising the tile. E. Schatoff will look into what we can do to correct this and fix the tile.
 6. Book drops: E. Schatoff is continuing to explore options for having only one book drop.
 7. Deck: F. Alkin is exploring options to build a deck in the backyard for extra space; he will investigate an awning, too.
 8. Gallery: We now have a gallery hanging system in the Community Room.
 - B. Planning - None
 - C. Public Relations - Lois is getting things ready for the Garage Sale on September 17th. She is finalizing applications and working on advertising.
 - D. Finance – None

E. Administration – The survey is underway.

V. Director's Report - The Director's Report for April 2016 was received.

Action Items:

1. Approval of New Hire:

- L. Adams made a motion to approve the hire of Magdalena Paravescu, for part time Bookkeeper position at \$24.00 per hour; seconded by R. Kosinski; passed unanimously.

2. Executive Session Personnel Matter

- L. Adams made a motion to go into Executive Session; seconded by R. Kosinski; passed unanimously.
- L. Adams made a motion to come out of Executive Session; seconded by F. Alkin; passed unanimously.

VI. Unfinished Business - None

VII. New Business

1. Jim Benvenuto informed the Board that he will be moving to Westchester and tenders his resignation effective today. He thanked everyone and said that being on the Board has been wonderful. K. Mohr will be president until further notice. The Board thanked Jim for his service and wished him well.

2. R. Kosinski asked if we'd have a place at the garage sale to sell library materials. E. Schatoff will look into it.

VIII. Trustees' Comments – None

IX. Adjournment – L. Adams made a motion to adjourn the meeting. The meeting was adjourned at 8:30 P.M.

Respectfully submitted,

Arlene Block
Recording Secretary