

WEST NYACK FREE LIBRARY
BOARD OF TRUSTEES
June 14, 2021
Minutes – DRAFT

Minutes: Meeting of the Board of Trustees

Date: June 14, 2021

Present: Kurt Mohr, Frank Alkin, Lorette Adams, Cynthia Sheridan, Chris Maloney, Steven Schmelkin, Ilene Weitzner, Rhonda Rossman

Guest: None

Absent: None

- I. Call to Order:** K. Mohr called the meeting to order at 7:32pm
- II. Minutes:** May 10, 2021; C. Sheridan moved to accept the minutes of May 10, 2021; L. Adams seconded the motion; passed unanimously.
- III. Financial Reports:** presentation by Treasurer L. Adams
- A. 2020 Income and Expenses through May 2021
 - B. Bank Account Analysis through May 2021
 - C. Approval of checks and warrants through May 2021: C. Maloney moved to approve the expenditures; I. Weitzner seconded the motion; passed unanimously.
- IV. Committee Assignments and Reports**
- A. Building and Grounds – as reported by R. Rossman
 - 1. Generator progress – The generator is connected and working. O & R needs to come back to adjust one piece of equipment.
 - 2. Patio – Progress continues. Landscaping will be planted this week. Pavers will be installed this week or next.
 - 3. Air conditioning units have had their annual service.
 - B. Planning – R. Rhonda
 - 1. Summer Reading Kickoff is an Ice Cream Party for all ages planned outdoors June 29, 6:00pm
 - 2. This summer, six librarians will be presenting six unique storytimes outdoors. Three trustees expressed interest in presenting storytime sessions this fall.
 - C. Public Relations – R. Rossman - no report.
 - D. Finance – L. Adams
 - 1. Two additional accounting firms were researched and contacted regarding our annual audit, financial report, and state report. L. Adams will follow up with current accounting firm.
 - E. Technology – R. Rossman
 - 1. – 2021 inventory completed.
 - F. Administration – no report

V. Director's Report – Rhonda

- A. Staff members are preparing summer reading programs.
- B. Patrons with long overdue fines were contacted and informed that we are charging fines as of June 1, 2021, as per library policy. As a result, many items were returned quickly.
- C. Our Reopening Plan continues and we are now in Phase 3, Step 3. Limits on time patron time spent in building have been eliminated. Masks continue to be required in our family friendly facility; however, designated study spaces will be made available for those who are fully vaccinated and prefer to work without a mask.
- D. New book vendors are being researched.

VI. Unfinished Business

- A. 2021 Construction Aid Proposal
 - 1. Montana Construction Estimate for 2nd floor bathroom construction project – 2021 project
 - 2. Paul Bitts Construction Estimate for paver garden pathway/sidewalk – 2021 project
 - 3. Children's Room project – 2022 project
- B. The West Nyack Free Library will apply for a 2021 NYS Construction Aid to help fund the bathroom project and the pathway/sidewalk project. L. Adams made a motion to adopt the following resolution as written; F. Alkin seconded the motion; passed unanimously.

Resolution:

The State Aid for Library Construction application and accompanying documents are to be administered in accordance with the requirements of Education Law §273-a (as Amended by Chapter 148 of the laws of 2014) and Commissioner's Regulations §90.12 was read and duly adopted, and the conditions outlined in the RCLS Assurance letter have been accepted by the Board of Trustees of the West Nyack Free Library on June 14, 2021.

VII. New Business

- A. RCLS Direct Access Plan: L. Adams made a motion to accept the Ramapo Catskill Library System Direct Access Plan as presented; S. Schmelkin seconded the motion; passed unanimously.
- B. New York State Reopening Safety Plan: L. Adams made a motion to adopt the New York State Reopening Safety Plan as written; C. Sheridan seconded the motion; passed unanimously.

VIII. Adjournment: C. Sheridan made a motion to adjourn the meeting; L. Adams seconded the motion; meeting was adjourned at 8:34 pm.

Respectfully submitted,
Rhonda Rossman