

**WEST NYACK FREE LIBRARY**  
**BOARD OF TRUSTEES**  
**July 26, 2021**  
**Minutes**

Minutes: Meeting of the Board of Trustees

Date: July 26, 2021

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

Guest: Justin Baker

Absent: Frank Alkin

- I. Call to Order:** K. Mohr called the meeting to order at 7:28pm
  
- II. Minutes:** June 14, 2021; I. Weitzner moved to accept the minutes of June 14, 2021; L. Adams seconded the motion; passed unanimously.
  
- III. Financial Reports:** presentation by Treasurer L. Adams
  - A. 2020 Income and Expenses through June 2021
  - B. Bank Account Analysis through June 2021
  - C. Approval of checks and warrants through June 2021: C. Maloney moved to approve the expenditures; C. Sheridan seconded the motion; passed unanimously.
  
- IV. Committee Assignments and Reports**
  - A. Building and Grounds – as reported by R. Rossman
    1. Patio progress– The patio is essentially completed. Some landscaping is due but we are waiting to decide on lighting options.
    2. Generator progress – The generator is connected and working. O & R and Valentine need to meet to test the new meter.
    3. 2021/2022 Construction Aid Application: L. Adams made a motion to include the following estimates in the grant application: walkway, \$37,500; lighting, \$31,600; landscaping, \$7,150; C. Sheridan seconded the motion; passed unanimously. The Board will research less expensive options as planning continues.
  
  - B. Planning – R. Rhonda
    1. New York State Reopening Safety Plan including Community Room Public Use: L. Adams made a motion to approve the amendments to the NYS Reopening Safety Plan as written; S. Schmelkin seconded the motion; passed unanimously.
    2. New York Safety Plan Update: L. Adams made a motion to approve the amendments to the New York Safety Plan as written; I. Weitzner seconded the motion; passed unanimously.
    3. Paver Fundraising Project – Due to brick supply issues, plans for the walkway fundraising project will be postponed until the September meeting.
  
  - C. Public Relations – R. Rossman - no report.

D. Finance – L. Adams

1. Finance Committee Update: L. Adams reported that our current accounting firm, Berard & Associates, will be available to provide annual financial auditing services.
2. Begin planning 2023 budget: L. Adams and R. Rossman will meet in August to discuss the upcoming budget proposal.

E. Technology – R. Rossman

1. Website Upgrade with Piper Mountain: C. Maloney made a motion to upgrade our website with our current website host for the one-time fee of \$825; C. Sheridan seconded the motion; passed unanimously.

F. Administration – part-time circulation clerk, Carolyn Hollingsworth, has retired; part-time page, Angelica Kocik, has resigned to attend school.

**V. Director’s Report – Rhonda**

- A. Our summer reading opening event was a huge hit with over 200 attending our outdoor program.
- B. We have begun working with a new book vendor, Ingram Content Group, in an effort to increase our efficiency.

**VI. Unfinished Business**

**VII. New Business**

- A. New York State Hero (Health and Essential Rights) Act Model Airborne Infectious Disease Exposure Prevention Plan: S. Schmelkin made a motion to accept the plan as presented; L. Adams seconded; passed unanimously.
- B. Ramapo Catskill Library System Plan of Service, 2022 – 2026: I. Weitzner made a motion to approve the RCLS System Plan of Service, 2022-2026; C. Maloney seconded the motion; passed unanimously.

**VIII.** Adjournment: meeting was adjourned at 9:02 pm.

Respectfully submitted,  
Rhonda Rossman