

# **West Nyack Free Library**

## **BOARD OF TRUSTEES**

MINUTES: Meeting of the Board of Trustees

DATE: May 8, 2017

PRESENT: Lorette Adams; Frank Alkin, Melissa DeNicola, Raymond Kosinski,  
Kurt Mohr, Eugenia Schatoff – Guest- Chris Maloney

ABSENT:

- I. Call to Order – R. Kosinski called meeting to order at 7:30 P.M.
- II. Minutes – K. Mohr moved to accept the minutes of April 17, 2017; seconded by F. Alkin; passes unanimously.
- III. Financial Reports presented by L. Adams
  - A. 2016 Income and Expenses through April 2017 – The reports were received.
  - B. Bank Account Analysis through April 2017 – The reports were received.
  - C. Approval of Checks and Warrants through April 2017 – F. Alkin moved to approve the expenditures; seconded by K. Mohr; passed unanimously.
- IV. Committee Assignments and Reports
  - A. Buildings and Grounds Reported by Frank Alkin
    1. The Lighting project is completed. The LED Lights have been ordered and we will be reimbursed for the use of LED Lighting
    2. Stair Entrance rubber strips to be put on stairs. Installation will take place in July
    3. Parking lot update: Main issue at this point is to deal with the water run off especially during and after rainstorms. As a video taken by R. Kosinski during the most recent storm proved. McClaren Engineering will be working on this phase of the project.
    4. Sprinkler System: Inspection showed that the that the system was in good shape. We will need to look into the pressure change in the system.
    5. Building Grant Cycle: Projects to be considered are Outdoor Stairs and generator. Estimates and paperwork are ongoing.
  - B. Planning: None
  - C. Public Relations: None

- D. Finance
  - 1. No issues with Finance.
- E. Administration
  - 1. Schedule time to review personnel manual
- V. Directors Report – The Directors Report February 2017 was received.  
Action Items:
  - 1. Human Resources: We are currently interviewing for the vacant Library Clerk position left by Doug’s departure. We welcomed a new intern Dakota.
  - 2. Board Constitutional Amendment, L. Adams made a motion to put together a public notice approval, seconded by F. Alkin – passes unanimously.
  - 3. Review of the current Employee health insurance policy.
- VI. Unfinished Business
  - 1. NONE.
- VII. New Business
  - 1. NONE
- VIII. Adjournment – K. Mohr. made a motion to adjourn the meeting, second by F. Alkin. The meeting was adjourned at 9:48 P.M.

Respectfully submitted.

Melissa A. Sorce-DeNicola  
Recording Secretary