

# **West Nyack Free Library**

## **BOARD OF TRUSTEES**

MINUTES: Meeting of the Board of Trustees

DATE: July 16, 2018

PRESENT: Lorette Adams, Frank Alkin, Ray Kosinski, Chris Maloney, Kurt Mohr, Eugenia Schatoff  
Guest: Samantha Sambrato

ABSENT: Melissa DeNicola

- I. Call to Order – R. Kosinski called meeting to order at 7:30 P.M.
- II. Minutes – F. Alkin made a motion to accept the minutes from June 11, 2018. moved to accept the minutes of the previous meeting. K.Mohr seconded; passed unanimously.
- III. Financial Reports - presented by Treasurer L. Adams  

Bank account analysis through June 2018. Frank Alkin asked when the \$500,000 capital fund would be available; L. Adams advised 2019. R. Kosinski questioned recent program checks. Discussion followed regarding variety of programs. It was agreed to keep the \$500 limit for programs with Treasurer's approval. C. Maloney made a motion to accept the financial report. K.Mohr seconded; passed unanimously.
- IV. Committee Assignments and Reports
  - A. Buildings and Grounds Reported: by Frank Alkin.
    1. Parking lot had been completed and the new return box had been installed.
    2. All agreed to resolve what is owed to Paul Bitts for work completed.
    3. Ideas for the space under the stairs were discussed.
    4. It was agreed that more quotes are needed for the ivy removal.
    5. It was further agreed that the director change would not require lock changes, but code changes only.
  - B. Planning: All agreed that bids are needed for the new roof. The grant process should continue with regard to the remaining wall project.
  - C. Public Relations: The Friends of the Library group is growing. Lois Cayne, president, has requested a permanent liaison to the board.

D. Finance:

1. L. Adams reported that checks were moved for the capital line and that the grant check issued would be resolved after P. Bitts' final bill.
  2. L Adams also reported the bank statement did not reflect a deposit which was made at the end of June 2018. She further advised that she would contact the bank for a resolution.
  3. L. Adams further stated that she and E. Schatoff would attempt to work on the 2019 budget prior to Schatoff's end of employment.
- V. Director's report- E. Schatoff reported that the computer service contract had been reviewed. L. Adams made a motion to contract with RBC Networks LLC for service on the library computers. F. Alkin seconded; unanimously approved
- VI. Unfinished Business- L. Adams made a motion to reconfirm the Nanuet Lions Club email vote and the book drop concrete pad vote by telephone. Furthermore, to reconfirm the credit care use vote reference employees: Jennifer Visione, Magdalena Parvulescu and Yixsi Echavarria. F. Alkin seconded it; unanimously passed.
- VII. New Business: L. Adams made a motion that the board accept the resignation of Eugenia Schatoff with regret. F. Alkin seconded; unanimously passed/ accepted  
L.Adams further made a motion to move to executive session. K. Mohr seconded; unanimously moved

Respectfully submitted.

Christopher L. Maloney  
Trustee