

West Nyack Free Library BOARD OF TRUSTEES

MINUTES: Meeting of the Board of Trustees

DATE: January 16, 2018

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

ABSENT: Melissa A. Sorce-DeNicola

- I. Call to Order – R. Kosinski called meeting to order at 7:30 P.M.
- II. Minutes – F. Alkin moved to accept the minutes as amended of November 13, 2017; seconded by K. Mohr; passed unanimously.
- III. Financial Reports presented by L. Adams
 - A. 2017 Income and Expenses through December 2017 – The reports were received.
 - B. Bank Account Analysis through December 2017 – The reports were received.
 - C. Approval of Checks and Warrants through December 2017 – F. Alkin moved to approve the expenditures; seconded by C. Maloney; passed unanimously.
 - D. Movement of \$40,000.00 from operating budget into Board restricted capital funds. L. Adams made a motion to approve movement of funds, seconded by F. Alkin; passed unanimously.
- IV. Committee Assignments and Reports
 - A. Buildings and Grounds Reported by Frank Alkin
 1. Parking lot update: See Directors Report
 2. New public toilets completed; new towel dispensers installed.
 3. Drywall projects are completed. All remediation completed.
 4. Peeling issue on main staircase is being addressed by Carpets Plus at no additional cost to the Library.
 5. Sprinkler issue in elevator shaft repaired.
 - B. Planning:
 1. None
 - C. Public Relations:
 1. None
 - D. Finance:
 1. Official notice that the Budget and Capital Resolution had passed public vote.

E. Administration:

1. Legal notice of changes to the wording contained in the constitution. Copy of Constitution of the West Nyack Free Library Association available with the library director.
2. Acknowledge new NYS Paid Family Leave Law and comply to minimum standards, to wit:
3. Accept new West Nyack Free Library Paid Family Leave Policy, motion by L. Adams, second by F. Alkin; unanimously passed.
4. Moved that Paid Leave Policy be added to Personnel Manual, motion by L. Adams, second by C. Maloney; unanimously passed.

V. Directors Report

1. The Directors Report November & December 2017 was received.
2. Action Items:
Resignation of library clerk was reported, termination of another library clerk was reported. Director introduced plans to use page program to become a feeder program for future library clerks. First funds have been received from the Field Goods and Amazon Smile programs have been received. NY Library Association Sustainability Program is progressing. Board member binders are being prepared for distribution next month. Sprinkler/elevator repairs completed as appropriate. Evaluation of library's service model continues.

VI. Unfinished Business

1. Discussion was held on the Director's 4% retirement contribution match in attempt to align with match for other eligible members. F. Alkin suggestion discussion should be held in private session.

VII. New Business

1. The February Board meeting was set for February 13th.

VIII. Final Motion

1. K. Mohr made a motion to adjourn the meeting, second by F. Alkin. The meeting was adjourned at 8:37 P.M.

Respectfully submitted.

Christopher L. Maloney
Trustee

