

WEST NYACK FREE LIBRARY
BOARD OF TRUSTEES
November 11, 2019
Minutes – DRAFT

Minutes: Meeting of the Board of Trustees

Date: November 11, 2019

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

Absent: None

I. Committee Meeting: The Finance Committee went into session at 7:06; adjourned at 7:47pm.

II. Call to Order: F. Alkin called the meeting to order at 7:48pm

III. Minutes: October 8 2019; L. Adams moved to accept the minutes of October 8, 2019; I. Weitzner seconded the motion; passed unanimously.

IV. Financial Reports: presentation by Treasurer L. Adams

- A. 2019 Income and Expenses through October 2019
- B. Bank Account Analysis through October 2019
- C. Approval of checks and warrants through October, 2019: C. Maloney moved to approve the expenditures; K. Mohr seconded the motion; passed unanimously.

V. Committee Assignments and Reports

- A. Building and Grounds – as reported by R. Rossman
 1. The walls of the community room have been repaired and painted
 2. Several locks have been updated
 3. The annual mold inspection has been completed and the report showed that the library is in very good condition
 4. The design for a rear patio area has begun
 5. The purchase and installation of a generator for periods of power outages will be researched
- B. Planning – no report
- C. Public Relations-
Library Budget Hearing: Tuesday, November 26, 7:00 at the New City Library
A copy of the 2021 budget will be available on our website and at all public service desks beginning December 4th.
- D. Finance – no report

- E. Administration – as reported by R. Rossman
1. 2020 Salary Proposal: L. Adams made a motion to accept the Director’s recommendation for the 2020 employee salaries, minus the Director’s salary. C. Maloney seconded the motion; passed unanimously.
 2. PTO for part-time employees: L. Adams made a motion to amend the personnel manual to include new verbiage on PTO for part-time employees who work less than twenty hours per week as recommended by Director; C. Maloney seconded the motion; passed unanimously.

VI. Director’s Report – Rhonda

- A. The 60th Anniversary Celebration was a huge success. Almost 350 patrons attended the Party in the Stacks event. Celebrants included hundreds of long-time library users, former staff members, and Ramapo Central Library System staff members and trustees. Town Supervisor George Hoehmann, State Senator David Carlucci, and State Assemblyman Zebrowski all presented proclamations in honor of 60 years of valued library service to the community. Special thanks to the Blue Rock Choir for volunteering their time to entertain and to Rob Stoner for presenting a memorable performance. In addition, 55 children and their families attended the Family Birthday Party in honor of our anniversary.

VII. Unfinished Business- none

IX. New Business

- A. K. Mohr made a motion to renew the annual contract with Berard & Associates, CPAs. Contract includes preparation of 2019 tax return, 2019 State Report Financial Section and 2019 annual audit. Total cost: \$10,900. I. Weitzner seconded the motion; passed unanimously.
- B. Two new databases are coming soon: Hoopla and Tutor.com. Hoopla is a streaming service that allows patrons to watch movies, read eBooks, listen to audio eBooks, and more. Tutor.com allows students to log in and review questions with real teachers. Unfortunately, we will no longer offer Freegal or Freading, due to high cost and few users.

X. Adjournment – K. Mohr made a motion to adjourn the meeting; C. Maloney seconded the motion; passed unanimously. The meeting was adjourned at 8:30pm.

Respectfully submitted,
Rhonda Rossman