

WEST NYACK FREE LIBRARY
BOARD OF TRUSTEES
November 9, 2020
Meeting Held Remotely via Zoom Software
Minutes – DRAFT

Minutes: Meeting of the Board of Trustees

Date: November 9, 2020

Present: Frank Alkin, Lorette Adams, Kurt Mohr, Cynthia Sheridan, Chris Maloney, Ilene Weitzner, Steven Schmelkin, Heather Carmichael-Santini, Rhonda Rossman

Guest: Philip Matthew

Absent: None

- I. Call to Order:** F. Alkin called the meeting to order at 7:15pm
- II. Guest Speaker:** Grace Riario, Director of the Ramapo Catskill Library System
- III. Minutes:** October 12, 2020; K. Mohr moved to accept the minutes of October 12, 2020; L. Adams seconded the motion; passed unanimously.
- IV. Financial Reports:** presentation by Treasurer L. Adams
 - A. 2020 Income and Expenses through October 2020
 - B. Bank Account Analysis through October 2020
 - C. Approval of checks and warrants through October 2020: C. Maloney moved to approve the expenditures; I. Weitzner seconded the motion; passed unanimously.
- V. Committee Assignments and Reports**
 - A. Building and Grounds – as reported by R. Rossman
 1. Demand Response Revenue Proposal. L. Adams made a motion to table the discussion until the next meeting; H. Carmichael-Santini seconded; passed unanimously
 - B. Planning – R. Rhonda
 1. Long Term Plan – The Five Year Long Term Plan continues to be revised according to new state guidelines.
 - C. Public Relations – R. Rossman
 1. Preparing for the Budget Hearing on December 1, 2020 and the Budget Vote on December 9, 2020
 - D. Finance – L. Adams
 1. The Finance Committee will meet to discuss 2021 salaries
 - E. Technology – R. Rossman
 1. no report

F. Administration – as reported by R. Rossman

1. New York State Sick Mandatory Sick Time Legislation: A committee will meet to discuss how to implement the requirements of the new law as well as other potential employee benefit adjustments. L. Adams made a motion to table the discussions until the next meeting; passed unanimously.

VI. Director's Report – Rhonda

1. Annual staff evaluations have been completed
2. One librarian resigned; we will be searching for a new candidate
3. Continue to offer Grab and Go, Curbside Services, and remote programming

VII. Unfinished Business

1. Accounting Firms: Rhonda will research FASB vs. GASB practices for Association Libraries. K. Mohr made a motion to table the discussion until the next meeting; passed unanimously.

VIII. New Business

1. L. Adams made a motion to go into Executive Session to discuss a personnel matter; I Weitzner seconded the motion; approved unanimously.
L. Adams made a motion to leave Executive Session; Steve Schmelkin seconded the motion; passed unanimously.
L. Adams made a motion to reconfirm the motion approved during executive session; K. Mohr seconded the motion; passed unanimously.

IX. Adjournment: K. Mohr made a motion to adjourn the meeting; meeting was adjourned at 8:26pm.

Respectfully submitted,
Rhonda Rossman