

WEST NYACK FREE LIBRARY
BOARD OF TRUSTEES
February 10, 2020
Minutes

Minutes: Meeting of the Board of Trustees

Date: February 10, 2020

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

Absent: None

I. Call to Order: F. Alkin called the meeting to order at 7:37pm.

II. Minutes: January 14, 2020; L. Adams moved to accept the minutes of January 14, 2020; C. Maloney seconded the motion; passed unanimously.

III. Financial Reports: presentation by Treasurer L. Adams

- A. 2020 Income and Expenses through January 2020
- B. Bank Account Analysis through January 2020
- C. Approval of checks and warrants through January 2020: L. Adams moved to approve the expenditures; K Mohr seconded the motion; passed unanimously.

IV. Committee Assignments and Reports

- A. Building and Grounds – as reported by R. Rossman
 - 1. Parking Lot Pavement Markings: K. Mohr made a motion to hire Paul Bitts to reline the parking lot on the Upper South Side for \$800; L Adams seconded the motion; passed unanimously.
- B. Planning – future building projects were discussed
- C. Public Relations- Advocacy Day, Tuesday, February 25th – I. Weitzner will be traveling to Albany with Ramapo Catskill Library System to advocate for state library funding.
- D. Finance – no report
- E. Administration – as reported by R. Rossman
 - 1. New substitute librarian: L. Adams made a motion to hire Maryanne Hall as an On-Call Substitute Librarian, pending completion of background check and review; I. Weitzner seconded the motion; passed unanimously.
 - 2. Social Media Policy - Discussion will continue at the March Library Board Meeting.
 - 3. Security Camera Policy – Questions about retention of data; discussion will continue at the March Library Board Meeting.

V. Director's Report – Rhonda

- A. Met with staff members to discuss 2020 priorities and budget lines.
- B. Working with staff members to offer new, unique collections for our patrons.
- C. DVDs and BOCDs have been moved forward for easier access; new Teen Space is in progress.

VI. Unfinished Business

- A. Library Board Member Applications – will be discussed at March Board Meeting.
- B. 2020 Director's Goals – will be discussed at March Board Meeting.

VII. New Business

- A. NYS Annual Report; L Adams made a motion to approve the report as presented; K. Mohr seconded the motion; passed unanimously.
- B. Community Report – a draft copy of the Community Report was presented; edits will be made before the report is placed on the website.
- C. Television Monitor in the Activity Room: R. Rossman suggested that we purchase and install a television with laptop mirroring capability. New technology would allow presenters to project images from a laptop or similar device onto the television monitor for group viewing. Equipment would be used during Board Meetings, Staff Meetings, Staff Training sessions, and library programs. L. Adams made a motion to hire Connecticut Business Systems for the project at the projected cost of \$2,138, inclusive of installation, warranty, parts and shipping; C. Maloney seconded the motion; passed unanimously.

VIII. Adjournment: K. Mohr made a motion to adjourn the meeting at 9:08pm.

Respectfully submitted,
Rhonda Rossman