

WEST NYACK FREE LIBRARY
BOARD OF TRUSTEES
February 8, 2021
Meeting Held Remotely via Zoom Software
Minutes – DRAFT

Minutes: Meeting of the Board of Trustees

Date: February 8, 2021

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

Guest: None

Absent: None

- I. Call to Order:** K. Mohr called the meeting to order at 7:30pm

- II. Minutes:** January 11, 2021; I. Weitzner moved to accept the minutes of January 11, 2021; F. Alkin seconded the motion; passed unanimously.

- III. Financial Reports:** presentation by Treasurer L. Adams
 - A. 2020 Income and Expenses through January 2021
 - B. Bank Account Analysis through January 2021
 - C. Approval of checks and warrants through January 2021: C. Maloney moved to approve the expenditures; I. Weitzner seconded the motion; passed unanimously.

- IV. Committee Assignments and Reports**
 - A. Building and Grounds – as reported by R. Rossman
 1. The generator is in place. We are waiting for O & R to give permission to proceed with connections. At that time, we will have to close for several hours. The fence will be installed soon.

 - B. Planning – R. Rhonda
 1. Long Term Plan – Community Meeting is scheduled for February 22, 7:00pm. It is being promoted on the website and in the weekly eNewsletter. A short survey will be offered to community members in order to gather input.

 - C. Public Relations – R. Rossman
 1. Advocacy Day is February 26th

 - D. Finance – L. Adams – no report

 - E. Technology – R. Rossman
 1. The new server is now working.

F. Administration – as reported by R. Rossman

1. The Annual State Report has been postponed one month due to the Pandemic. I will present it to the Board at the next board meeting.

V. Director's Report – Rhonda

1. We continue to work with iSolved, our new payroll software to resolve issues.
2. Staff members have begun to order materials from their designated 2021 budgets.
3. We have been awarded a mini-grant from RCLS: equipment to improve our recorded programming sessions. Thank you to our librarian, M. Harris, for writing the grant and training staff on the use of the new equipment.

VI. Unfinished Business

VII. New Business

1. Library Public Health Emergency Plan – mandated by New York State law as an amendment to the Employee Manual; F. Alkin made a motion to approve the plan as written; C. Sheridan seconded the motion; passed unanimously.

VIII. Adjournment: L. Adams made a motion to adjourn the meeting; meeting was adjourned at 7:58pm.

Respectfully submitted,
Rhonda Rossman