

WEST NYACK FREE LIBRARY
BOARD OF TRUSTEES
July 8
Minutes – DRAFT

Minutes: Meeting of the Board of Trustees

Date: July 8, 2019

Present: Lorette Adams, Frank Alkin, Kurt Mohr, Chris Maloney, Rhonda Rossman

Absent: None

Guest: Cynthia Sheridan

I. Call to Order: F. Alkin called the meeting to order at 7:45pm

II. Minutes: June 10, 2019; K. Mohr moved to accept the minutes of June 10, 2019; L. Adams seconded the motion; passed unanimously.

III. Financial Reports: presentation by Treasurer L. Adams

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

IV. Committee Assignments and Reports

- A. Building and Grounds – as reported by R. Rossman
 - a. The new community room is almost complete
 - b. The new basement egress door has been installed
 - c. Met with McClaren Engineering regarding patio project on June 28
 - d. Researching patio options
 - e. Researching quiet study room options
- B. Planning –
 - a. Preparations are continuing for 60th Anniversary Celebration. Plans include programming throughout the fall plus Party in the Stacks celebration with entertainment and food on October 14th.
- C. Public Relations- as reported by R. Rossman
 - a. Two fundraising events are scheduled on July 11: Barnes & Noble and Zinburger; the Friends of WNL will earn 20% of all proceeds. Fliers are available on our website and at service desks.
- D. Finance – as reported by L. Adams
 - a. L. Adams and R. Rossman will prepare the 2021 budget in the coming weeks.
- E. Administration – as reported by R. Rossman

- a. D. O'Hagen will end her duties as IT services coordinator effective July 9, 2019. She will pick up one Reference Desk shift.

V. Director's Report – Rhonda

- A. Met with Grace Riario and Stephen Hoefler regarding IT support on June 3rd
- B. Attended Rockland County Directors meeting on June 11th, RCLS Directors Association meeting on June 12th, and LARK Conference on June 14th
- C. Writing and researching 2020 New York State Construction Grant application
- D. Researching Capital Asset Policy and Disposal of Capital Assets Policy
- E. Facilitated Friends Meet and Greet on June 19th with Friends President, Lois Cayne
- F. Attended American Library Association Conference from 6/20 – 6/25 in Washington D.C., which included over 26 seminars, lectures, workshops, networking events, and exhibition hours. Discussed experience and new ideas with staff members.
- G. Summer Reading Programs are in full swing with over 150 children and teens participating in the library. Adults are enjoying the Easy Breezy Summer Challenge.

VI. Unfinished Business

VII. New Business

- A. Discussion of insurance policies

VII. Adjournment – K. Mohr made a motion to adjourn the meeting; C. Mahoney seconded the motion; passed unanimously. The meeting was adjourned at 8:45pm.

Respectfully submitted,
Rhonda Rossman