

WEST NYACK FREE LIBRARY
BOARD OF TRUSTEES
September 9
Minutes – DRAFT

Minutes: Meeting of the Board of Trustees

Date: September 9, 2019

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

Absent: None

Guest: Ilene Weitzner

I. Call to Order: F. Alkin called the meeting to order at 7:12pm

II. Minutes: July 8, 2019; K. Mohr moved to accept the minutes of July 8, 2019; C. Maloney seconded the motion; passed unanimously.

III. Financial Reports: presentation by Treasurer L. Adams

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

IV. Committee Assignments and Reports

- A. Building and Grounds – as reported by R. Rossman
 - a. Precision roofing inspected the flat portion of the roof and provided an analysis of its current condition. Repairs to the existing caulk where existing EPDM flat roof meets wall flashing are recommended at two locations. Making these repairs at this time will prolong the life of this portion of the roof and will cost \$2950. Proposed cost for these repairs is \$2950. K. Mohr made a motion to approve the cost of these repairs as outlined in the estimate, pending the addition of a written guarantee of the work provided; C. Maloney seconded the motion; passed unanimously.
 - b. The small meeting room adjacent to the Community Room has been completed. It is being used for programs and by outside groups.
 - c. Work on the retaining walls project has begun.
 - d. The 2020 New York State Construction Grant Application has been submitted to RCLS. Projects include a quiet study room, a patio with ADA compliant ramp and railings, and security cameras.
- B. Planning – as reported by R. Rossman
 - a. Several programs are being planned for our 60th Anniversary this October. Our largest event, Party in the Stacks, will take place on Monday, October 14, 6:00pm- 9:00pm.
- C. Public Relations – as reported by R. Rossman
 - a. Our fundraiser at Zinburger brought in over \$200 for the Friends of the Library.

D. Finance – as reported by L. Adams

a. 2021 Proposed Library Budget

L. Adams and R. Rossman submitted the proposed 2021 Library Budget. K. Mohr made a motion to approve the 2021 Library Budget proposal as written; C. Maloney seconded the motion; passed unanimously.

Budget Resolution #1:

Whereas, the adoption of this 2021 budget for the West Nyack Free Library requires a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

Resolved, that the Board of Trustees of the West Nyack Free Library voted and approved to exceed the tax levy limit for 2021 by at least sixty percent of the board of trustees as required by state law on September 21, 2015.

K. Mohr made a motion to approve Budget Resolution #1 as written; L. Adams seconded the motion; passed unanimously.

Budget Resolution #2

Whereas, the NYS Tax Cap Legislation was not signed into law until June 24, 2011 and;

Whereas, information on the tax cap for the West Nyack Free Library will not be available until mid-2021 and;

Whereas, the tax cap limit assigned to the West Nyack Free Library may not be 2% but more or less and;

Whereas, the established voting date for the West Nyack Free Library's 2021 budget is December 11, 2019 and;

Whereas, the West Nyack Free Library is a Free Association Library and;

The Board of Trustees of the West Nyack Free Library must submit their budget information for their vote in December 2019 in September and;

Whereas, in the absence of specific guidelines the Board of Trustees chose to voluntarily adhere to a 2% tax cap on the 2021 budget and;

Whereas, the Board of Trustees voted unanimously in September 2019 for said budget and;

The Board of Trustees of the West Nyack Free Library hereby votes to exercise the clause in the NYS Comptrollers Implementation Guide permitting the override of the tax levy limit for 2021 should the tax cap limit assigned to the West Nyack Free Library be less than 2%.

C. Maloney made a motion to pass Budget Resolution #2 as written; L. Adams seconded the motion; passed unanimously.

- b. The Ramapo Catskill Library System 2020 Proposed Budget was presented. C. Maloney made a motion to approve a resolution to accept the Ramapo Catskill library System 2020 Budget as presented; K. Mohr seconded the motion; passed unanimously.
- E. Administration – as reported by R. Rossman
 - a. Three pages have been hired at the posted salary: Bryanna Thomas, Joel Roy, and Angela Florio. L. Adams made a motion to approve the hires; C. Maloney seconded the motion; passed unanimously.
 - b. State Senator Carlucci has notified the library that we will be receiving \$3571 in bullet aid for discretionary funding. The Library needs new shelving in order to accommodate the DVD and BOCD items and to create more room for the growing nonfiction collection. L. Adams made a motion to spend the funding on new shelving; K. Mohr seconded the motion; passed unanimously.

V. Director's Report

- A. Our magazine vendor is no longer in business. After researching options, we have chosen Ebsco as our new magazine vendor, effective immediately.
- B. All computers are now being fully supported by RCLS.
- C. Two staff members and I will be at the JCC Touch a Truck on Sunday, September 15, doing children's crafts and promoting library services.
- D. All current staff members hired before July, 2019 have taken the mandatory New York State anti-harassment training; certificates are on file.
- E. Summer Reading 2019 was a huge success and enjoyed by all.

VI. Unfinished Business – none

VII. New Business

- A. Direct Access Report - discussed
- B. Patio: McLaren Engineering Group has presented a proposal to provide engineering services for the approval and design of an approximately 400 sf patio that will be located in the rear yard of the facility. Services will include a site concept, design drawings, design details, a cost estimate, a two-dimension rendering, and submission to the AHRB. Estimated compensation based on an hourly basis: \$5250. C. Maloney made a motion to accept the proposal as outlined; K. Mohr seconded the motion; passed unanimously.
- C. The snowplow and landscaping contracts are up for renewal. R. Rossman will obtain bids from at least three firms in time for the next board meeting.

VIII. Executive Session

- A. At 8:30pm, F. Alkin made a motion to enter Executive Session.

IX. Adjournment – K. Mohr made a motion to adjourn the meeting; C. Maloney seconded the motion; passed unanimously. The meeting was adjourned at 8:50pm.

Respectfully submitted,
Rhonda Rossman