

## West Nyack Free Library

**MINUTES:** Meeting of the Board of Trustees

**DATE:** November 10, 2014

**PRESENT:** Lorette Adams, Frank Alkin, Jim Benvenuto, Arlene Block, Raymond Kosinski, Kurt Mohr, Eugenia Schatoff

**ABSENT:** Melissa DeNicola

- I. Call to Order – R. Kosinski called the meeting to order at 8:37 P.M.
- II. K. Mohr made a motion to accept the minutes of October 13, 2014. The motion was seconded by F. Alkin and passed unanimously.
- III. Financial Reports
  - A. 2014 Income and Expenses through October 2014 – The report was received.
  - B. Bank Account Analysis through October 2014 – The report was received.
- IV. Committee Assignments and Reports
  - A. Building and Grounds
    - Design Air added vents and put in a dehumidifier.
    - Nova will begin work to install a door and do post-remediation work as per contract their work. There will be an additional cost for faucet, cabinets, countertop, and sink. The proposed price for cabinets seemed high. E. Schatoff will look into whether or not we can get the cabinets with a state contract.
    - L. Adams made a motion to hire Ascape Landscape and Construction Corp. for snow removal services per their contract; seconded by K. Mohr; passed unanimously.
  - B. Planning - None
  - C. Public Relations – Emails will go out and a phone chain will be set up to publicize the Budget vote. The budget hearing will be on November 25 at West Nyack Library; the vote will be on December 10.
  - D. Finance
    - The Finance Committee made a motion to accept the salary proposal put forth by E. Schatoff, including the establishment of a position of HR Assistant, keeping aside the Director's salary pending her evaluation; seconded by F. Alkin and passed unanimously.
  - E. Administration – We are in the process of updating various policies recommended by the Auditors.
  - F. Print & Non-Print Materials – None
  - G. Friends of the Library – The Friends are planning to set up a scholarship fund.

V. Director's Report - The Director's Report for October 2014 was received.

Action Items:

1. Lawn contract/snow removal contract: See Building and Grounds
2. Personnel: L. Adams made a motion that Christopher Osorio be hired to replace former page Michael Madden at the rate recommended by E. Schatoff; seconded by A. Block; passed unanimously.

VI. Old Business – None

VII. New Business – Holiday dinner at Park Steak House on December 8 at 7 PM.

VIII. Trustees' Comments - None

IX. Adjournment – K. Mohr made a motion to adjourn the meeting; seconded by J. Benvenuto; passed unanimously. The meeting was adjourned at 9:17 P.M.

Respectfully submitted,

Arlene Block  
Recording Secretary