

West Nyack Free Library

MINUTES: Meeting of the Board of Trustees

DATE: March 9, 2015

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

ABSENT: Raymond Kosinski, Melissa DeNicola

- I. Call to Order – J. Benvenuto called the meeting to order at 7:32 P.M.
- II. K. Mohr moved to accept the minutes of February 16, 2015; seconded by F. Alkin; passed unanimously.
- III. Financial Reports
 - A. 2015 Income and Expenses through February 2015 – The reports were received.
 - B. Bank Account Analysis through February 2015 – The reports were received.

There was a discussion about the new method of reporting. L. Adams requested that we continue to receive the Excel reports we are accustomed to while the QuickBooks reports are fine-tuned. It was decided that the Capital Fund line would have subheads for Building Expenses and IT Hardware/Software. It was also decided that we will continue to receive the Excel reports; the QuickBooks reports are a work in progress and we'll try to make them more concise.

- IV. Committee Assignments and Reports
 - A. Building and Grounds – None
 - B. Planning - None
 - C. Public Relations – None
 - D. Finance - None
 - E. Administration - None
 - F. Print & Non-Print Materials – None
- V. Director's Report - The Director's Report for February 2015 was received.

Action Items:

1. Meeting Room Requests: L. Adams moved to reconfirm the vote taken online to let the women's group use the community room to play mahjong; seconded by F. Alkin; passed unanimously.
2. Meeting Room Requests: L. Adams moved to take off the table the motion to vote on approval of meeting room requests from Rockland Economic Development Corporation (REDC) and Van Houten Fields Association until a determination has been made on their insurance status; seconded by F. Alkin; passed unanimously. The Board was informed that REDC has a Certificate of Insurance and Van Houten Fields Association signed a waiver. L. Adams moved to approve the use of the meeting room by both groups; seconded by F. Alkin; passed unanimously.

VI. Unfinished Business

- A. Friends: J. Benvenuto and E. Schatoff met with Lois about getting a tax ID number for the Friends group. She is considering whether to set up a corporation or distribute the funds and disband the group. She will get back to us.
- B. Executive Compensation Policy: R. Kosinski is working with E. Schatoff on this.
- C. Bylaws: L. Adams and A. Block will meet to review the bylaws against past copies to make sure we are working with the most recent complete set.
- D. Strategic Planning: R. Kosinski will set a meeting.

VII. New Business

- A. Going forward, Trustees should alert E. Schatoff of any new business prior to the meeting so it can be put on the agenda.
- B. F. Alkin asked if there is something we can do in the future to avoid damage to the fence from the snowplow.

VIII. Trustees' Comments – None

- IX. Adjournment – K. Mohr made a motion to adjourn the meeting; seconded by L. Adams and passed unanimously. The meeting was adjourned at 8:40 P.M.

Respectfully submitted,

Arlene Block
Recording Secretary