

West Nyack Free Library

MINUTES: Meeting of the Board of Trustees

DATE: May 11, 2015

PRESENT: Frank Alkin, Jim Benvenuto, Lorette Adams, Raymond Kosinski, Kurt Mohr

ABSENT: Arlene Block, Melissa DeNicola, Eugenia Schatoff

- I. Call to Order – J. Benvenuto called the meeting to order at 7:33 P.M.
- II. L. Adams moved to accept the minutes of April 6, 2015; seconded by F. Alkin; passed unanimously.
- III. Financial Reports
 - A. 2015 Income and Expenses through April 2015 – The reports were received.
 - B. Bank Account Analysis through April 2015 – The reports were received.
 - C. Balance Sheet Prev Year Comparison as of April 2014 and 2015- The reports were received.
 - D. Profit & Loss Prev Year Comparison for April 2014 and 2015-The reports were received.
 - E. Profit & Loss Budget vs. Actual January through April 2015-The reports were received.
 - F. L. Adams moved to approve the expenditures; seconded by F. Alkin; passed unanimously.
- IV. Committee Assignments and Reports
 - A. Building and Grounds – still working on contracts.
 - B. Planning – R. Kosinski will schedule a committee meeting.
 - C. Public Relations – None
 - D. Finance – F. Alkin moved to accept The Investment Policy; seconded by L. Adams; passed unanimously.
 - E. Administration - J. Benvenuto will call the auditors to establish an engagement date for the next annual audit.
 - F. Print & Non-Print Materials – None

The Board reviewed the backup and administrative coverage plan during the time that the Director is on Maternity Leave. The Director's anticipated return date is August 1, 2015. The Board agreed to pro rate compensation for each day or part thereof that the Director works during her leave. J. Benvenuto also will confirm with the Director that she is aware of New York State disability benefit eligibility rules and entitlements.
- V. Director's Report - The Director's Report for April 2015 was received.
- VI. Unfinished Business
 - A. Friends: L. Adams will check with attorney J. Riley regarding his opinion on formal 501(c) (3) status and New York State Incorporation for the Friends group.
 - B. Executive Compensation Policy: R. Kosinski will work with E. Schatoff on this upon her return from Maternity Leave.
 - C. Bylaws: The Board discussed the provision regarding Trustee absenteeism. Accommodation and understanding that personal matters may be very challenging should be afforded M. DeNicola and that she be granted a leave of absence from Trustee obligations until September 2015.
 - D. Constitutional Amendment: The Constitution should be restated to include changes

from 2005. Amending the Constitution requires approval following a notification process that includes two public notices and approval of two thirds of voting association members.

There is \$2 Association Membership fee. The payment period should be changed from 60 days to prior to the annual meeting.

- E. Association By Laws may be changed at the annual meeting with approval by at least four Trustees. At Special Meetings, a two-thirds vote of the Board is needed to amend to change a provision. Nominations under Article 3(b) allow 5 residents of West Nyack and one resident of New City to be nominated for the Trustee positions. Election of Trustees should be a vocal roll call note.

VII. New Business- None.

VIII. Trustees' Comments - None.

IX. Adjournment –K. Mohr made a motion to adjourn the meeting; seconded by F. Alkin and passed unanimously. The meeting was adjourned at 9:01 P.M.

Respectfully submitted,

Raymond Kosinski
Acting Recording Secretary