

## West Nyack Free Library

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

**DATE:** September 21, 2015

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

**ABSENT:** None

- I. Call to Order – J. Benvenuto called the meeting to order at 6:40 P.M.
- II. K. Mohr moved to accept the minutes of July 13, 2015; seconded by F. Alkin; passed unanimously.

III. Financial Reports

A. 2015 Income and Expenses through July 2015 – The reports were received. The August statements need to have modifications and will be emailed when available.

B. Bank Account Analysis through August 2015 – The reports were received.

L. Adams moved to approve the expenditures; seconded by R. Kosinski; passed unanimously.

At 7:00 PM, L. Adams made a motion that we move into Executive Session for a presentation by Donalee Berard of Berard & Associates CPA's P.C. The motion was seconded by M. DeNicola and passed unanimously.

At 8:00 PM, L. Adams made a motion that we come out of Executive Session. The motion was seconded by M. DeNicola and passed unanimously.

IV. Committee Assignments and Reports

A. Building and Grounds – F. Alkin reported that the Committee met and inspected the interior and exterior of the building. As a result of the inspection, a report regarding potential future issues was prepared and distributed.

B. Planning – R. Kosinski reported that he and E. Schatoff plan to meet on Thursday to review five-year plans put out by other organizations.

C. Public Relations – None

D. Finance

- L. Adams made a motion to approve the resolution regarding the tax cap; seconded by M. DeNicola; passed unanimously.

- R. Kosinski made a motion to approve the budget as presented; seconded by M. DeNicola; passed unanimously.

- L. Adams made a motion to fill out the public charities form; seconded by F. Alkin; passed unanimously.

E. Administration

- L. Adams made a motion that the Constitution be amended as presented with regard to the chartered service area; seconded by A. Block; passed unanimously.

- M. DeNicola made a motion to accept the Executive Compensation policy proposed, L. Adams seconded; passed unanimously.

- L. Adams made a motion to table discussion regarding the amount of money to be taken out for a Capital account until the October meeting; seconded by R. Kosinski; passed unanimously.

F. Print & Non-Print Materials – None

V. Director's Report - The Director's Report for August 2015 was received.

Action Items:

1. Remote Printing: F. Alkin made a motion to install wireless printing services through RCLS and to sign up for services for 1 year, as a trial; seconded by K. Mohr; passed unanimously.
2. Insurance: L. Adams made a motion to table the discussion regarding proposed coverage changes to Travelers Package and Umbrella Coverage; seconded by M. DeNicola; passed unanimously.
3. Cleaning Bids: K. Mohr made a motion to hire Capital Cleaners per their proposal; seconded by R. Kosinski; passed unanimously.
4. Executive Compensation Policy: See Administration.

VI. Unfinished Business

- Friends: E. Schatoff will check on the status of obtaining a tax ID number.

VII. New Business - At the next meeting we will discuss the NY Times article regarding ways libraries are serving their communities by loaning items not typically associated with libraries.

VIII. Trustees' Comments – None

IX. Adjournment – L. Adams made a motion to adjourn the meeting. The meeting was adjourned at 8:43 P.M.

Respectfully submitted,

Arlene Block  
Recording Secretary