

West Nyack Free Library

MINUTES: Meeting of the Board of Trustees

DATE: March 10, 2014

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

ABSENT: Diane Hoeneveld (Trustee Emeritus), Jeannette Haag (Trustee Emeritus)

- I. Call to Order – R. Kosinski called the meeting to order at 7:32 P.M.
- II. K. Mohr made a motion to accept the minutes of February 10, 2014. The motion was seconded by F. Alkin and passed unanimously.
- III. Financial Reports
 - A. 2014 Income and Expenses through February 2014 – The report was received.
 - B. Bank Account Analysis through February 2014 – The report was received.
- IV. Committee Assignments and Reports
 - A. Building and Grounds
 1. We have an estimate of \$1370.00 from Color-Full World to paint the periodicals room and replace the drywall to fix water damage. We are waiting for another estimate.
 2. We have an estimate from Color-Full World for insulating the basement under the reference area and are waiting for another estimate. J. Benvenuto will contact an additional contractor(s).
 - B. Planning - None
 - C. Public Relations - None
 - D. Finance - None
 - E. Administration – None
 1. L. Adams made a motion to approve the West Nyack Credit Card policy as amended; seconded by J. Benvenuto; passed unanimously.
 2. J. Benvenuto made a motion to accept the Petty Cash policy; seconded by M. DeNicola; passed unanimously.
 - F. Print & Non-Print Materials – None
 - G. Friends of the Library – The Friends had a meeting scheduled for yesterday, but no one showed up. A man did come by the library with an idea for a defensive driving class that could be used as a fundraiser.

- V. Director's Report - The Director's Report for February 2014 was received. L. Adams made a motion to approve the Annual Report for 2013 as modified; seconded by M. DeNicola; passed unanimously.

Action Items:

1. WLS Classes: K. Mohr made a motion to approve the expenditure of \$1,150 for E. Schatoff to take the class "Human Resources" being offered at Westchester Library System; seconded by F. Alkin; passed unanimously
 2. Fines for Patrons Approval: L. Adams made a motion to approve the list of patron fines; seconded by M. DeNicola; passed unanimously.
 3. Staff Fines/Lost Items: L. Adams made a motion to table the discussion in order to rewrite as part of the Personnel Manual; seconded by M. DeNicola; passed unanimously.
- VI. Old Business – None
- VII. New Business – None
- VIII. Trustees' Comments – None
- IX. Adjournment – K. Mohr made a motion to adjourn the meeting; seconded by L. Adams; passed unanimously. The meeting was adjourned at 9:02 P.M.

Respectfully submitted,

Arlene Block
Recording Secretary