

## West Nyack Free Library

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

**DATE:** May 12, 2014

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

**ABSENT:** Frank Alkin, Jim Benvenuto

- I. Call to Order – R. Kosinski called the meeting to order at 7:30 P.M.
- II. K. Mohr made a motion to accept the minutes of April 23, 2014. The motion was seconded by L. Adams and passed unanimously.
- III. Financial Reports
  - A. 2014 Income and Expenses through April 2014 – The report was received.
  - B. Bank Account Analysis through April 2014 – The report was received.
- IV. Committee Assignments and Reports
  - A. Building and Grounds - E. Schatoff reported that she is waiting for a report on mold in the basement.
  - B. Planning - None
  - C. Public Relations – There was a discussion about creating an annual service award to recognize people who have gone above and beyond in service to the library. The committee will explore criteria for such an award and a list of potential recipients.
  - D. Finance - None
  - E. Administration – None
    1. We are still waiting to hear from Jim Riley regarding the indemnification policy.
    2. A decision was made to table the discussion regarding hiring a firm to do an annual audit until next month's meeting.
    3. Regarding the Whistleblower policy, it was decided that the Board President would be the Compliance Officer and an audit committee would be set up. The text of the policy will be revised to reflect this.
    4. L. Adams made a motion to add an audit committee to the standard committees and amend the bylaws accordingly; seconded by M. DeNicola; passed unanimously.
    5. L. Adams made a motion to approve the Conflict of Interest policy; seconded by M. DeNicola; passed unanimously.
  - F. Print & Non-Print Materials – None

G. Friends of the Library – The Friends raised almost \$800.00 from the Defensive Driving class.

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

Action Items:

1. Audit: See Administration.

2. Whistleblower Policy: See Administration.

3. Conflict of Interest Policy: See Administration.

4. Staff Development Day: This item was tabled at the previous meeting. L. Adams made a motion to take the item off the table; seconded by M. DeNicola; passed unanimously. L. Adams made a motion to approve the Staff Development Proposal; seconded by M. DeNicola; passed unanimously.

VI. Old Business – When questioned about the status of “districting” Bardonia residents, E. Schatoff replied that it has not yet been straightened out.

VII. New Business – None.

VIII. Trustees’ Comments – R. Kosinski commented that the Board has been very productive in the last few months, especially with regards to implementing new policies.

IX. Adjournment – K. Mohr made a motion to adjourn the meeting; seconded by M. DeNicola; passed unanimously. The meeting was adjourned at 8:20 P.M.

Respectfully submitted,

Arlene Block  
Recording Secretary