

**The Nyack Library
Board of Trustees
Minutes of Regular Meeting
December 4, 2006**

Present:

Foster Bass
James L. Case, Secretary
Myria Jean-Gilles
Debra Karten
Judith Lawler
Jeffrey McDowell
Joan E. Moffett, Vice-President
Roger W. Seiler, President
Paul D. Shein, Treasurer
Ellen Simpson

Absent:

*Mary Callan
*E. Michael Growney, Jr.

Staff

James Mahoney, Library Director
Stephen Hoefler, Mgr. Operations & Finance

***excused**

The meeting opened at 7:50 p.m., in the Library Meeting Room, with Roger Seiler as Chair.

Minutes

Upon motion by Jeff McDowell, and seconded by Joan Moffett the minutes of the Regular Meeting of November 6th, were unanimously approved.

Director's Report

James Mahoney, Library Director, discussed aspects of his written report, particularly the issue of photo I.D. as part of regular patrons registration; his expected attendance at the Library Journal Design Institute on the following day; and the pending application for a New York State Construction Grant.

Treasurer's Report/Financial Statements

Paul Shein discussed the Treasurer's Report, mentioning the receipt of School District Tax money in the previous month and that the Auditor's Report for FYE 2006 had been received. Upon motion by Ellen Simpson and seconded by Jeff McDowell, the Treasurer's Report was unanimously accepted.

Committee Reports

Nominations Committee- Joan Moffett reported that all four trustees whose terms expire this coming January have agreed to nomination for a new three-year term. She made a motion to nominate: Foster Bass, E. Michael Growney, Jr., Debra Karten, and Jeffrey McDowell, each to stand election on January 8th for a three-year term as trustee, expiring at the annual meeting of January 2010. Seconded by Judith Lawler, unanimously approved.

Personnel Committee- Jeff McDowell motioned to make changes to the Personnel Policy affecting staff Health Benefit Coverage. (Referring to the "Proposed Changes to the Staff Handbook and Personnel Manual, 11/22/06") Discussion with a few minor changes to the text were made and seconded by Debra Karten, unanimously approved.

Jeff McDowell motioned that the board approve salary adjustments for three staff members totaling \$2,200, effective 1/1/07 to reflect changes in the health benefit premium cost to staff. It was noted that no budget amendment was required. (Referring to “Salary Budget 2006-2007, 11/21/2006”) And in addition, he moved that the board approve the proposed annual salary raises and starting rates and ranges for the most common staff positions for the proposed 2007-08 fiscal year. (Referring to “Salary Increases, Minimum Wages Rates 2007-2008, 11/30/2006”) Seconded by Judith Lawler, unanimously approved.

Finance Committee- Paul Shein reported that the Finance Committee had accepted a tentative Budget for fiscal year 2007-08 that required a tax increase of \$111,391, or 5.45% and motioned that the Board approve the proposed tax increase for the public referendum. (Referring to the “Nyack Library FYE 08 Proposed Budget with \$325,000 in Fundraising, 11/30/2006”). Seconded by Debra Karten. Discussion. Unanimously approved.

Paul Shein made the following motion to adjust the budget to accommodate a large increase in our annual payment to the New York State Retirement System:

FYE 2007 – Motion to approve an increase in the Retirement System Employer Contribution line by \$28,500 (from \$64,200 to \$92,700) to cover unpredicted payments required in December 2006; and to Increase the “Interest Income” budget line by \$5,000, the “Other Receipts” budget line by \$9,000 and the “Transfer from General Fund” budget line by \$14,500 – all to cover said expense.

Library – Payroll Taxes & Other Benefits/Retirement	28,500
Library – Interest Income	5,000
Library – Other Receipts/Reimbursements	9,000
Library – Transfer from General fund	14,000

Seconded by Joan Moffett, unanimously approved.

Building Committee- Ellen Simpson reported that she expected to hold a meeting of the Building Committee on December 11th, at 9:30 a.m., and that we expected to be on the agenda for the Planning Board Meeting of January 8th, to continue our request for final site plan approval

Old Business

Roger Seiler initiated discussion on the lack of any payment from residents of The Village of Grand View. The Orangetown libraries covered under the existing legislation for Town of Orangetown may be changing the arrangement for this funding, and that if a new district is created, we should be part of the town process and discussion.

New Business

James Mahoney presented an application to New York State Division of Library Development to seek partial funding for our library expansion project. The application seeks funding to share the cost of approximately \$213,000 for the site preparation and construction of a new parking area and drainage configuration. Upon motion of Jeff McDowell and seconded by Joan Moffett the application to seek a grant from the \$14,000,000 Public Library Construction Grant Program (2000-2009) in compliance with the legal requirements stipulated in the application, was unanimously approved.

Executive Session

At 9:45 p.m. Jeff McDowell made a motion that the Board go into Executive Session to discuss personnel issues, seconded by Ellen Simpson, and returned to the regular session at 10:03 p.m.

Jeff McDowell made a motion that the Board invite Susan Keitel (retired Executive Director of the New York State Library Association) to moderate a Board workshop early next year on the topic of the

roles of the members of the Library Board of Trustees and the role of the Library Director, seconded by James Case, unanimously approved.

Other New Business

Stephen Hoefler announced that The Art Café has agreed to take over a room currently being used by The Klay Gallery in the Stevenson House in order to give them more seating, especially in winter hours, and that new leases have been accepted by both parties. They now each have almost equal space on the first floor. All cost of renovation to effect this change will be borne by the Art Café.

The meeting was adjourned at 10:06 p.m.

Next Meeting, Annual Meeting, **Monday, January 8, 2007, 7:45 p.m.**, in the Library Meeting Room.

Respectfully submitted,

James J. Mahoney
Library Director