

**The Nyack Library
Board of Trustees
Minutes of Regular Meeting
June 4, 2007**

Present:

Foster Bass
Mary Callan
James L. Case, Secretary
E. Michael Growney, Jr.
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:

***excused**

Staff:

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

1. The meeting opened at 7:47 pm in the Library Meeting Room with Roger Seiler as Chair.
2. **Minutes:** The minutes of the May 7, 2007 Regular Meeting were amended to correct the spelling of Joan E. Moffat, to Joan E. Moffett in the attendance list of trustees. Upon

Motion by Ellen Simpson and seconded by Joan E. Moffett,
the minutes were unanimously approved.

3. **Director's Report:** James Mahoney reviewed the scale model of the proposed library that will be presented to the Architectural Review Board at its next meeting. Other details of the Director's Report were also touched on.
4. **Treasurer's Report:** Due to preparations for the bond closing and other pressing matters, library administration was unable to produce a fully prepared budget for fiscal year 2007-08, and a Special Board Meeting is scheduled to address this later in the month.

Motion of E. Michael Growney, Jr. and seconded by Debra Karten
to accept, the Treasurer's Report was unanimously approved.

Financial Statements

Stephen Hoefler noted that a new line had been added to the financial statements for the 2007 New York State Library Construction Grant.

5. Committee Reports:

Building Committee: Ellen Simpson reported that the engineers were developing specifications for the proposed geothermal system, and that the Construction Committee was continuing to look into the selection of an Interior Design consultant.

Fundraising and Grant Committee: Mary Callan reported that Tom Wade was beginning work as Fund Raising Consultant, and we are working up definitions of what money is needed to supplement the bond funds, and the uses required for those funds. The Groundbreaking Ceremony is also progressing nicely, and we expect the model of the building to be on public display at that time.

6. **Old Business**

7. **New Business**

Each Board member and administrative staff member was presented with an official Conflict of Interest Policy Statement to acknowledge and sign. These are now on file and will be renewed next year.

Whistleblower Policy – This is a policy required by law. The form was that prepared by the National Council of Nonprofit Associations (NCNA) with the insertion of the name “The Nyack Library”. This was amended to change the word “director(s)” to “trustee(s)” whenever it appeared in the policy, upon

Motion of Jeff McDowell and seconded by Paul Shein, the Whistleblower Policy was unanimously adopted.

Ethics Statement for Public Libraries – The form prepared by The American Library Association was presented to the trustees, upon

Motion by Joan E. Moffett and seconded by Judith Lawler, the Ethics Statement was unanimously adopted.

Administration is still working on a draft of a records retention policy.

A Special Meeting of the Board was set for Tuesday, June 12th, at 7:45 pm in the Library Meeting Room.

8. The meeting adjourned at 9:01 PM.

Respectfully submitted,

James J. Mahoney
Library Director