

**The Nyack Library
Board of Trustees
Minutes of Regular Meeting
March 6, 2006**

Present:

Foster Bass
Mary Callan
James Case, Secretary
Debra Karten
Judith Lawler
Jeffrey McDowell
Roger Seiler, President
Paul Shein, Treasurer

Absent:

*E. Michael Growney, Jr.
*Myria Jean-Gilles
*Joan Moffett, Vice-President
*Ellen Simpson

Staff

James Mahoney, Library Director
Stephen Hoefler, Mgr. Operations & Finance
Minerva Parker, Administrative Assistant

***excused**

The meeting opened at 7:45 p.m., in the Meeting Room of The Nyack Library, with Roger Seiler as chair.

Minutes

The minutes of the Regular Meeting, March 6th, were unanimously approved upon motion by Mr. Bass and seconded by Ms. Callan.

Director's Report

Mr. Mahoney discussed the statistics of the Budget Vote. He also thanked Ms. Moffett for her suggestion of putting a comments box in the Carnegie Room for feedback from the customers about the architect's plans for our expansion. A copy of these comments will be distributed to the Building Committee. Mr. Mahoney attended the Town Meeting held at the Nyack Center, which addressed some important community issues. Mr. Mahoney reported on the changes to the Computer Resource Center in the past few weeks: doors have been removed for better access, and the copier machine will be moved to the other side of doorway to help the printing process. The renovations to the apartment at the Stevenson House are nearly finished and will be leased after all work is completed, around April 1st.

Treasurer's Report

Mr. Shein reported the possibility of having a projected net loss of \$138,000 at this fiscal year end, and a negative cash flow between July 1st and November 1st. He then proceeded to go over aspects of the Treasurer's Report. Mr. Shein stated that the audit is being processed and we should receive a draft in a week or two. Donalee Berard, the Auditor, recommends adopting the Financial Accounting Standards Board (FASB) principles of accounting. An Audit Committee has been appointed to fill the role required by the Auditor's recommendations. Mr. Bass motioned to accept the Treasurer's Report, seconded by Ms. Karten, unanimously approved.

Committee Reports

Mr. Seiler handed out committee assignments and a note on the Bylaw article about committees. A new committee has been formed, an Audit Committee consisting of five trustees.

As a general practice, each committee should meet at least twice each year. If only meeting twice in a year, it is suggested that the meetings be in May and October, in order to consider required funding for the proposed budget (October) and for the final budget (May).

Building Committee- Helmer-Cronin Construction, Inc. has been hired as the Construction Manager for the building project. As plans are developed, Mr. Helmer will review them with the library and the architect. The Building Committee has been split into two groups, Library Design & Properties and Construction Management. It has been established that the Library Director, James Mahoney, will be the point person, receiving and disseminating information. The building permit process could take several months going before the Village Planning Board. The Library is on the agenda for the April 3rd Village Planning Board Meeting, the same day as the library board meeting.

Finance Committee- Mr. Shein reported that Mr. Joseph Bosch, of G. K. Baum, Co., has been proposed to handle underwriting bond issues. Also, June 30, 2006, is the possible expiration date of the Rockland Industrial Development Agency's ability to issue bonds, unless they are renewed by the State Legislature.

Motion by Mr. Shein

that George K. Baum & Company be accepted as our Investment Banker/Underwriter for the purposes of obtaining the financing for our construction project, and that a contract be entered into to formalize this agreement. G. K. Baum will also handle all board-related re-financing on the library's properties.

The motion was seconded by Ms. Karten and passed unanimously.

Old Business

Mr. Mahoney reported that he had been in contact with Robert P. Lewis, attorney, regarding the formal dissolving of "DePew House, Inc.", a corporation filed with the state at the initial purchase of the Stevenson House in 2004, but deemed unnecessary. Mr. Lewis will be handling the necessary work to remove the corporate entity from active state records.

New Business

Mr. Seiler announced that he would be traveling to Albany on March 14th, to join with the three bus-loads of individuals who were going to visit the State Legislature to lobby for additional state aid to libraries (principally through the library system). He invited anyone else interested to join him. Mr. Mahoney brought up the problem of a conflict with our Board Meetings and the Village Planning Board Meetings, on the first Monday of the month. He and several board members may need to be present at both of these meetings. A solution was drafted to change the board meeting as follows,

Motion by Ms. Karten, seconded by Mr. McDowell:

That the Regular Nyack Library Board Meetings be rescheduled to the second Monday of the month at 7:45 p.m. whenever a conflict occurs, because the library is scheduled to appear before the Village of Nyack Planning Board.

Unanimously approved. [Subsequent to this meeting Mr. Mahoney discovered that in addition to several conflicts in personal schedules, that the library had no Meeting Room space to offer for consistent changes for Board Meetings, and he asked that the Board change its meeting time to 7:00 p.m. on the first Monday of the month when the Planning Board conflicts occur. April has been so changed].

The meeting was adjourned at 9:04 p.m., upon motion by Mr. McDowell and seconded by Ms. Lawler.

Next meeting, **Monday, April 3, 2006, 7:00 p.m.**, in the Library Meeting Room.

Respectfully submitted,

James J. Mahoney
Library Director