

The Nyack Library
Board of Trustees
Minutes of Regular Meeting
November 5, 2007

Present:

Foster Bass
James L. Case, Secretary
E. Michael Growney, Jr.
Myria Jean-Gilles
Debra Karten
Judith Lawler @ 8:00 p.m.
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, Manager of Operations & Finance

1. Call to Order:

The meeting opened at 7:48 p.m. in the Library Meeting Room with Roger Seiler as Chair.

2. Minutes:

Minutes of the October 1, 2007 regular Board Meeting were unanimously approved upon motion by Jeff McDowell and seconded by Joan Moffett.

Minutes of the October 16, 2007 special Board Meeting were unanimously approved upon motion by Joan Moffett and seconded by Debra Karten.

3. Director's Report:

The Director reviewed his written report which includes Departmental Reports. He spoke about the building permit fee and discussion was deferred to New Business. Jim informed to Board that the Budget Referendum meeting is scheduled for Tuesday, February 12, 2007 and the Budget Informational meeting is scheduled for Monday, January 28, 2007 at the Valley Cottage Library.

The Trustees presented Jim with a chocolate Birthday cake which everyone enjoyed.

4. Treasurer's Report:

Paul reviewed the Treasurer's Report and spoke about the Finance committee meeting held on October 31, 2007. Upon motion by Debra Karten and seconded by Michael E. Growney the Treasurer's Report was unanimously approved.

Financial Statements:

Stephen reviewed the financial statements and answered questions from the Board.

5. Committee Reports:

Building Committee: Ellen reported on the status of the Building Permit fee and discussion ensued. She informed the Board that Mark Davis, Superintendent, met with the Committee and reported that he had staked out the position of the new building. Ellen explained that the Committee regularly meets with the principle people involved in the building process. The Board was updated on the progress of the lighting and the floor designs and informed that the Children's, Meeting, and YA rooms are nearly complete, and that the Committee will review these areas shortly.

Jeff asked how flexible is the design of the interior and it was noted that there are no interior load-barring wall, so the design is very flexible.

Finance Committee:

Motion by Paul Shein to ratify an investment of \$250,000 in Federal Home Loan Bank Bonds purchased on September 2, 2007 because this time frame is longer than the current investment policy of six months, seconded by Jeff McDowell and unanimously approved.

Bylaws Committee: Roger Seiler reported that the Committee met last Thursday and began reviewing a proposed draft of the Bylaws which incorporated information from sources such as the Trustee Handbook, State Education Law, and other Library Bylaws. He explained that the Bylaws went from 2 pages to 8 and that the Committee will meet on a weekly basis until the review was complete. Roger also noted that Paul Shein had been added to the Committee.

6. Old Business:

None

7. New Business:

Jim M. presented to the Board a six month contract from Wade Associates effective October 15, 2007 and discussion followed about the timing of the work load and payment schedule. Michael noted that there was no termination clause and suggested that "Upon 30 days written notice by either party this contact may be terminated for cause" be added to the contract.

Motion by Joan Moffett to accept the Wade Associates contract as amended, seconded by Judith Lawler and unanimously approved.

Motion by Paul Shein to fund the Wade Associates contract by increasing the Development "Legal & Professional" expense line by \$26,100 and to reducing the Library's "Transfer to General Fund" expense line by \$26,100, seconded by Foster Bass and unanimously approved.

Roger communicated to the Board Barbara Cane's tax advice regarding this years IRA regulations on gifting retirement funds. Jeff suggested the Board invite Barbara to the December meeting for a brief presentation. Paul suggested the December meeting time be moved to 7:30 p.m. as the agenda is tight.

Discussion returned to the Building Permit fee for a brief time.

8. Upon motion of Paul Shein and seconded by Foster Bass, the meeting was adjourned at 9:17 p.m.

Next Meeting, **Monday, December 3, 2007, 7:30 p.m.** in the Library Meeting Room.

Respectfully submitted,

Stephen P. Hoefler, MBA
Manager of Operations & Finance