

The Nyack Library
Board of Trustees
Minutes of Regular Meeting
December 8, 2008

Present:

James L. Case, Secretary
Kevin Doyle
E. Michael Growney, Jr.
Myria Jean-Gilles
Debra Karten
Judith Lawler
Joan E. Moffett, Vice-President
Roger W. Seiler, President
Paul D. Shein, Treasurer
Ellen Simpson

Absent:

*Bonnie Yassky

*Excused

Staff:

James Mahoney, Library Director
Stephen Hoefler, Manager of Operations & Finances
Minerva Parker, Administrative Assistant

1. Call to Order:

Mr. Seiler introduced Mr. Rick Jones from Provident Bank. Mr. Jones was present to give an overview of the Library's investments and the status of the CD's considering the current economic climate. Mr. Shein commented that all investments are in compliance with the library's investment policy, and he thanked Mr. Jones for all his help with the library's investments.

The meeting was called to order in the Meeting Room of the Nyack Library at 7:50 p.m. by Board President Roger W. Seiler.

2. Minutes:

The Minutes of the November 10, 2008 regular meeting were unanimously approved upon motion by Ms. Moffett and seconded by Ms. Simpson.

3. Director's Report:

Mr. Mahoney went over the monthly statistic reports. October 2008 figures were in good standing. Attendance showed an increase, while DVD circulation was down. The November report had errors and needs to be corrected.

While attending the New York Library Association Conference Mr. Mahoney noticed several seminars/workshops that would be of interest to others, so he invited Nancy Wendt, Circulation Supervisor and Barbara Corwin, Interior Designer, to attend these seminars.

Mr. Mahoney reported that the Historical Society of the Nyacks has pledged \$25,000 to the library and we will begin a new collaborative effort with the Society, with more details to follow. A copy of the check is on display in the Carnegie Room.

Staff Appointments:

None.

4. Treasurer's Report:

Mr. Shein reported that the CD's estimated yield at time of maturity was \$33,000; Cash disbursements totaling \$145,381, and construction disbursements totaling \$563,161, paid to Helmer-Cronin Construction. The Audit Report has been distributed, and the Trustees are encouraged to read and ask questions.

Operations and Finance/Cash Disbursement Reports:

Mr. Hoefler reported a much better cash position after receiving the first installment of the School District money. Mr. Hoefler gave a construction summary update; a payment was made to Helmer-Cronin Construction; a water line to the DePew House was replaced; the sewer line replaced; Salary & Wage budget was under-spent, and part of this money will be transferred to the DePew House budget.

Motion by Ms. Lawler to approve the Cash Disbursement Report, seconded by Ms. Moffett, unanimously approved.

5. Committee Reports:

Construction Committee Report: Ms. Simpson reported that work continues to move on the construction project and designing of the interior. The masonry block and glass installation has begun. A bid for the carpeting came in on budget. A revised cost breakdown will be provided in the next few weeks.

Personnel Committee: Mr. Case reported he has concerns with Maintenance. He would like to meet with the Mr. Mahoney to look at the Maintenance Department to be sure they are using the proper equipment to maintain the library facility.

Annual salary increases will be disbursed in two stages this year, 1% will be given in the first payroll in January and 2% will be given in the first payroll in July.

Mr. Mahoney reported that in light of the economic times we will not have the Annual Holiday Party at a restaurant this year and the staff will receive a token of appreciation check. Instead, the party will take place in the Library Carnegie Room.

Finance Committee: Mr. Shein reported a proposed library tax increase of 4 ½%.

Motion- by Mr. Growney to reallocate \$14,612 from the Gross Salary and Wages budget to the DePew House Capital Improvements line, \$6,612 and Repairs & Maintenance line, \$8,000, Ms. Karten seconded, unanimously approved by the Board.

6. Old Business:

Mr. Mahoney reports that the 403b research is still ongoing, there are several options to take into consideration: to continue with 403b; migrate into New York State

Deferred Compensation Plan; or an IRA. Each has its disadvantages such as limiting the amount of the contributions to the plan. Current contributions to the 403b will cease on last payroll of December 2008. Management is currently searching for a new Annuity plan for 2009, a meeting is scheduled to look at options.

7. New Business:

Mr. Seiler reported on a meeting which took place between Nyack and Valley Cottage Library Trustees to discuss the library tax increase. Some Valley Cottage Library Trustees would like to keep the increase to 2%. Mr. Seiler asked the Trustees to consider whether our request of 4 ½% should be adjusted in light of Valley Cottage Library Trustees concerns.

Motion-by Mr. Growney to approve the 4 ½% library tax increase of \$103,679, Ms. Simpson seconded, unanimously approved by Board.

8. Adjournment:

Upon motion by Ms. Moffett and seconded by Ms. Lawler, the Board unanimously agreed the meeting was adjourned at 9:25 p.m.

9:34 p.m. Reconvene-Motion by Ms. Karten, seconded by Ms. Simpson, unanimously approved.

Motion-by Ms. Moffett to approve the nominations of Ellen Simpson, James Case, Bonnie Yassky, Judith Lawler, as Trustee's for three year terms expiring at the Annual Meeting, January 2012, and Kevin Doyle, to fill a Trustee's unexpired term ending at the Annual Meeting, January 2010, Mr. Growney, seconded, unanimously approved.

Adjournment:

Upon motion by Ms. Moffett and seconded by Ms. Simpson, the Board unanimously agreed the meeting was adjourned at 9:35 p.m.

Respectfully submitted,

Minerva Parker

Minerva Parker
Administrative Assistant