

# **West Nyack Free Library**

## **BOARD OF TRUSTEES**

MINUTES: Meeting of the Board of Trustees

DATE: November 14, 2016

PRESENT: Lorette Adams, Frank Alkin, Melissa DeNicola, Raymond Kosinski, Kurt Mohr,  
Eugenia Schatoff

ABSENT: NONE

- I. Call to Order – K. Mohr called meeting to order at 7:41 P.M.
- II. Minutes – F. Alkin moved to accept the minutes of October 10, 2016; seconded by L. Adams; passes unanimously.
- III. Financial Reports presented by Treasurer Lorette Adams
  - A. 2016 Income and Expenses through October 2016 – The reports were received.
  - B. Bank Account Analysis through October 2016 – The reports were received.
  - C. Approval of Checks and Warrants through October 2016 – R. Kosinski moved to approve the expenditures; seconded by F. Alkin; passed unanimously.
- IV. Committee Assignments and Reports
  - A. Buildings and Grounds Reported by Frank Alkin
    1. Parking Lot Stops: 4 stops will be replaced and 4 stops will be re-bolted.
    2. Fiction Area Chimney Wall: The roofer believes that there is a leak in the chimney and will be putting together a plan. He will deliver a final report.
    3. Larger Print Corner Remediation was done. The wall still needs to be boarded and painted.
    4. Circulation desk: The replacement is due to start in December.
  - B. Planning
    1. Mission Statement Approval; A motion was made by R. Kosinski to approve the Mission Statement, seconded by F. Alkin – passed unanimously.
    2. Strategic Plan: R. Kosinski made a motion to accept the Strategic Plan, seconded by L. Adams – passed unanimously.
  - C. Public Relations
    1. Budget Community Review: Will take place on November 22 at 7PM at the West Nyack Free Library. All members of the community are welcome.
    2. Signage: Budget Vote signage will be displayed.

- D. Finance
  - 1. L. Adams reported no issues with Finance.
- E. Administration
  - 1. Staff salaries were presented. The committee met and made recommendations.
- V. Directors Report – The Directors Report for October 2016 was received.  
Action Items:
  - 1. Nepotism Policy as recommended by our auditor. L. Adams made a motion to accept the policy, seconded by R. Kosinski – passed unanimously.
  - 2. Cleaning Contract: Because of the higher volume of patrons, it is suggested that we need to add an additional day for our cleaning contractor. L. Adams made a motion to add the extra day, seconded by F. Alkin – passed unanimously.
- VI. Unfinished Business
  - 1. Accounts re: gifts: E. Schatoff reported the information from the accountant in regard to staff gifting and how it applies to the law.
- VII. New Business
  - 1. LARC Donation: request for a donation or item equaling \$50 to be used at the LARC conference as a raffle item. R. Kosinski made a motion to make the donation, second by F. Alkin. – passed unanimously.
- VIII. Trustee’s Comments – None
- IX. Adjournment – L. Adams. made a motion to adjourn the meeting, second by K. Mohr. The meeting was adjourned at 9:05 P.M.

Respectfully submitted.

Melissa A. Sorce-DeNicola  
Recording Secretary

**September 12, 2016**

**Resolution #1**

Whereas, the adoption of this 2018 budget for the West Nyack Free Library requires a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

Resolved, that the Board of Trustees of the West Nyack Free Library voted and approved to exceed the tax levy limit for 2018 by at least sixty percent of the board of trustees as required by state law on September 21, 2015.

### **Resolution #2**

Whereas, the NYS Tax Cap Legislation was not signed into law until June 24, 2011 and;

Whereas, information on the tax cap for the West Nyack Free Library will not be available until mid-2017 and;

Whereas, the tax cap limit assigned to the West Nyack Free Library may not be 2% but more or less and;

Whereas, the established voting date for the West Nyack Free Library's 2018 budget is December 14, 2016 and;

Whereas, the West Nyack Free Library is a Free Association Library and;

The Board of Trustees of the West Nyack Free Library must submit their budget information for their vote in December 2016 in September and;

Whereas, in the absence of specific guidelines the Board of Trustees chose to voluntarily adhere to a 2% tax cap on the 2018 budget and;

Whereas, the Board of Trustees voted unanimously in September 2015 for said budget and;

The Board of Trustees of the West Nyack Free Library hereby votes to exercise the clause in the NYS Comptrollers Implementation Guide permitting the override of the tax levy limit for 2018 should the tax cap limit assigned to the West Nyack Free Library be less than 2%.