

MINUTES OF THE BOARD OF TRUSTEES MEETING HELD FEBRUARY 24, 2015:

Members Present: Timothy Donnelly, Daniel Lombardo, Brian Booth, Arthur Winoker

Members Absent: Mary Noberini

Others Present: Gretchen Bell - Library Director
Marta Russell – Board Clerk
Howard Heffler – Library Treasurer
Joseph Modafferri – Library Accountant
Julie Marallo
Suzanne Congdon – (8:10-8:40 PM)

AGENDA

- Pledge of Allegiance
- A.** Roll Call - Approval of Minutes
- B.** Public Forum
- C.** Approval of Warrants
- D.** Financial Reports
- E.** Personnel
- F.** Sub-Committee Reports
- G.** Old Business
- H.** New Business
- I.** Director’s Report
- J.** Public Forum

The Board recited the Pledge of Allegiance.

The meeting was called to order at 7:00 PM, by the Board President, Timothy Donnelly.

A. Roll Call - Approval of Minutes

Mr. Donnelly reported that Dr. Noberini was still in the hospital in critical condition and there would be a further discussion on the matter later in the meeting.

The Board approved the minutes of the January 27, 2015 meeting, on motion by Brian Booth, seconded by Dan Lombardo.

Ayes: 4 Noes: 0 Motion carried

B. Public Forum

Disclaimer: Public Forum is an opportunity for the public to make statements to the Nanuet Library Board of Trustees. Statements are not made to other members of the public. The Board does not routinely comment on personnel issues in public. It is the Board’s strong recommendation that any criticisms or compliments concerning personnel be made in writing and not presented at the open forum. Comments made in writing allow the Board to review the comments in detail and to ask the Director to review the comments and take action if necessary

According to the Public Forum Policy revision dated March 27, 2012, members of the public wishing to speak during Public Forum will be limited to a statement of no more than two (2) minutes in length.

No member of the public chose to speak at this time.

C. Approval of Warrants

The Board approved Warrant #8 dated February 24, 2015, on motion by Dan Lombardo, seconded by Brian Booth.

Ayes: 4 Noes: 0 Motion carried

The Board approved Warrant #8a dated February 24, 2015, on motion by Brian Booth, seconded by Dan Lombardo.

Ayes: 4 Noes: 0 Motion carried

In reply to a question from Arthur Winoker about the payments made for “Yoga” classes that were not listed on the program report for January, Mrs. Bell replied that she would check to see what classes were included in the payments and the dates on which they were held, and report back to the Board at the next meeting.

Ayes: 4 Noes: 0 Motion carried

D. Financial Reports

Accountant’s Report:

The Board approved the Accountant’s Report dated November 30, 2014, on motion by Daniel Lombardo, seconded by Brian Booth.

Ayes: 4 Noes: 0 Motion carried

The Board approved the Accountant’s Report dated December 31, 2014, on motion by Brian Booth, seconded by Daniel Lombardo.

Ayes: 4 Noes: 0 Motion carried

The Board approved the Accountant’s Report dated January 31, 2015, on motion by Brian Booth, seconded by Daniel Lombardo.

Ayes: 4 Noes: 0 Motion carried

On request by Mr. Joseph Modafferri, the Board approved the following budget transfers, on motion by Brian Booth, seconded by Daniel Lombardo:

TRANSFER FROM

Contingency - \$5,000
Repair and Maintenance - 5,500
Utilities - 15,000
Books - 15,000

Total \$40,500

TRANSFER TO:

Other - \$ 5,500
Technical Services - 35,000

Total \$40,500

Ayes: 4 Noes: 0 Motion carried

Treasurer’s Report:

The Board approved the Treasurer’s Report as submitted by Howard Heffler, the Library’s Treasurer, dated November 1-30, 2014, on motion by Daniel Lombardo, seconded by Brian Booth.

Ayes: 4 Noes: 0 Motion carried

The Board approved the Accountant's Report dated December 1-31, 2014, on motion by Daniel Lombardo, seconded by Arthur Winoker.

Ayes: 4 Noes: 0 Motion carried

The Board approved the Accountant's Report dated January 1-31, 2015, on motion by Daniel Lombardo, seconded by Brian Booth.

Ayes: 4 Noes: 0 Motion carried

Howard advised the Board that the Library has now collected 98.34% of its taxes, the balance of which will be paid to us by the County of Rockland in April, 2015.

E. Personnel

There were no personnel changes this month.

F. Sub-Committee Reports

At this time, Mr. Donnelly and the Board of Trustees discussed the matter of appointing an interim Vice-President to the Board of Trustees, in order to assure continuity. This has come up due to the severity of Dr. Noberini's condition after her accident.

As a result of the discussion, Brian Booth made a motion to appoint Arthur Winoker as Interim Vice-President of the Nanuet Public Library Board of Trustees until June 30, 2015 or such time as Mrs. Noberini returns to the Board, seconded by Daniel Lombardo.

Ayes: 4 Noes: 0 Motion carried

Mrs. Russell swore Mr. Winoker in to the Office of Interim Vice-President of the Nanuet Public Library Board of Trustees.

Mr. Donnelly will contact Mrs. Noberini's family and advise them of the situation.

Long-Term Planning: Tim Donnelly reported on the results of the long-term planning meeting held on February 20, 2015. He apologized for not submitting the minutes of the meeting, which he will provide as soon as possible. He said the committee has decided it would be more prudent to meet with the members of the community to get their opinions as to whether we should go ahead and get a bond and build a new building, or to do a renovation of the current building. The committee discussed the possibility of meeting with the Nanuet and Pearl River Chambers of Commerce, Nanuet Civic Association, Senior Citizens Associations, etc. The Board then held a lengthy discussion regarding whether or not we should hire a professional publicist to do a community survey and to get the message out to the public. The Board asked Mrs. Bell to get proposals for the project.

Mr. Donnelly thanked Mrs. Bell and Julie Marallo, Tracy Suffecool and Helayne Lefland, the staff who participated in the Long-Term Planning meeting, for the time and effort they put into the project.

Policy Committee: The Committee did not meet but is going to schedule a meeting to discuss the Library Internet Policy prior to the next regular Board of Trustees meeting.

The Board approved the following resolution on motion by Brian Booth, seconded by Daniel Lombardo:

RESOLVED, That the Nanuet Library Board of Trustees approves the second reading of the Library's Conflict of Interest Policy, as submitted by the Policy Committee.

Ayes: 4 Noes: 0 Motion carried

Contract Committee: The Contract Committee did not meet, but is in the process of setting a meeting date.

Negotiations Committee: The Negotiations Committee did not meet due to Mr. Modafferi's illness.

G. Old Business

Outstanding Issues: The Board reviewed the Outstanding Issues list submitted by the Board Clerk, noting those items that had been completed and those that are still ongoing. A new report will be submitted to the Board noting those items and any that result from the current meeting.

H. New Business

HVAC: Mr. Donnelly advised the Board that one of the new HVAC units appears to be broken. Bertussi is aware of the matter, but prior to any repairs being made, it has to be established whether the problem is an installation or an equipment problem. Either way, the unit is under warranty, but we are not sure whether Bertussi or Carrier is responsible for the repairs. The Board will be kept up to date on the matter.

Next Meeting Date: The next Regular Meeting of the Nanuet Public Library Board of Trustees is scheduled for Tuesday, March 24, 2015, at 7:00 PM.

I. Director's Report

Annual Report: The 2014 report to the state is due at RCLS on March 2, 2015. After a lengthy discussion, the Board approved the following resolution on motion by Dan Lombardo, seconded by Arthur Winoker:

RESOLVED, That the Nanuet Public Library operated under its plan of service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that the 2014 Annual Report was reviewed and accepted by the Board.

Ayes: 3 Noes: 0 Abstention: 1 (Booth) Motion carried

The Board thanked Mrs. Bell for all the work she had to do preparing the Annual report on such short notice.

The Board approved the Directors Report as attached, (attachment #1) on motion by Brian Booth, seconded by Dan Lombardo.

Ayes: 4 Noes: 0 Motion carried

J. Public Forum

No one from the public chose to speak at this time.

