

**Nyack Library**  
**Minutes of the Regular**  
**Board of Trustees Meeting**  
**Tuesday, June 20, 2023**

**Present:**

Steven Cea, **President**  
Ellyse Okin Berg, **1<sup>st</sup> Vice President**  
Tracy Dressner, **2<sup>nd</sup> Vice President**  
Wayne Henry, **Secretary**  
Brian Murrell, **Treasurer**  
Diane Christian, *phone conference/non-voting*  
Jeremiah Conway  
Tamara Jhashi  
Moriah Olsen  
Michael Penn  
Daniel Wolff

**Absent:**

**Staff:** Eric McCarthy, Library Director  
Sharon Alfano, Business Manager  
Minerva Parker, Board Clerk

***Call to Order:***

The Board President Mr. Cea called the Regular Monthly Meeting of June 20, 2023, to order at 7:03 p.m., in the Community Meeting Room.

***Agenda Approval:***

**Upon motion** by Ms. Dressner, seconded by Ms. Berg, it was resolved to approve the agenda, with adjustments to the Personnel Committee, Finance Committee and Policy Development & Long-Range Planning Committee reports. There were 10 yes votes.

***Special Presentation:***

Tracy Dunstan, Head of Adult & Digital Services. Ms. Dunstan gave an introduction of the employees listed under the Adult & Digital Services Department. Ms. Dunstan discussed the types of services and programs offered. Adult Summer Reading program offered each Summer. The adult collection circulation statistics have picked up; adult programs almost back up to pre-COVID counts. Ms. Dunstan answered questions from the Board.

Mr. Cea presented a framed watercolor print of Nyack Library by Cynthia Reid, to Mr. Henry, upon his retirement from the Library Board. Mr. Henry had been a member of the Board since January 2021. He served as Secretary and Chaired a number of committees like the Audit and Building & Property Committees. On behalf of the Board and a grateful Community, Mr. Cea, thanked Mr. Henry for his service. Mr. Henry explained he is relocating close, but unfortunately, outside of the service area and in accord with the Bylaws, will no longer serve as a member of the Board of Trustees, tonight is the last meeting.

***Review of the Minutes:***

**Upon motion** by Ms. Dressner, seconded by Mr. Wolff, the Board approved the Minutes of the Regular Meeting, May 15, 2023, as amended, with corrections under the Executive and Friends of the Library Committees reports. There were 8 yes votes, Mr. Penn and Ms. Jhashi abstained.

***Director's Report:***

Mr. McCarthy submitted his written report to the Board. Mr. McCarthy made changes to his report to highlight aspects of the departmental reports. Youth Services Staff have begun outreach to the area schools to encourage summer reading.

Mr. McCarthy offered clarity on the incident reports and the banning of a patron for harassing behavior.

There is an open job position for Outreach & Programs Librarian.

Mr. McCarthy updated the Board members on the roofing issues and future steps to resolve the problems.

***Public Comments: (full Board Meeting comments may be heard here <https://soundcloud.com>)***

Audience member asked how to apply to become a member of the Board of Trustees. Mr. Cea directed her to the Library website for the application process.

Sharon Aperto, President, Friends of the Library. Ms. Aperto would like to thank everyone who participated in helping with the book sale. Library tours will be conducted for Summer Reading and volunteers for the tours are welcome.

Mr. Cea thanked Ms. Aperto for her work with the Friends of the Nyack Library. Thankful for the funding and all the great things the funding helps get done.

***Committee Reports:***

***Executive Committee:***

Mr. Cea reminded the Board to complete the Sexual Harassment Prevention Training if they haven't done so already. The Community Forum is scheduled for Thursday, June 29, 2023, 7 pm, all are welcome.

***Development Committee:***

**Upon motion** by Ms. Olsen, to accept the Gifts & Grants Report for May 2023, and seconded by Mr. Murrell the Board resolved to accept with appreciation \$315.62 in Designated support to the Annual Appeal and a \$10,446.25 in-kind donation from Norton Rose Fulbright US LLP, for professional services. The 2023 Annual Development Appeal total to date has brought in \$15,830.82 in donations. Thank you to all those who generously donated. There were 10 yes votes.

**Upon motion** by Ms. Olsen, seconded by Mr. Conway, that Nyack Library authorize the Library Director to sign an agreement with artist Gregg Wyatt to accept his offer to donate a statue, a bust, entitled "Jasper Cropsey". There were 10 yes votes.

Ms. Olsen announced that the date for the Annual Appeal Donor Reception will be November 17.

Policy Development & Long-Range Planning Committee:

Ms. Berg reported for the Committee. The Committee has revised the Incident Reporting Policy and will present it next month for approval from the Board.

Building & Property Committee:

None. Building & Property report discussed during the Director's report.

Personnel Committee:

**Upon motion** by Ms. Dressner, seconded by Ms. Olsen, the Board accepted the resignation of Barbara Hart, Part-time Children's Information Specialist, effective June 3, 2023. There were 10 yes votes.

**Upon motion** by Ms. Dressner, seconded by Mr. Conway, the Board accepted the hiring of Alexis Ramos de Moore, Part-time Children's Information Specialist, effective 6/21/2023. There were 10 yes votes.

Ms. Dressner reported the Committee met this month and the focus was on developing an evaluation for the Library Director.

Nominating Committee:

Ms. Christian reported for the Committee. The Committee met on June 5, and discussed the application process to become a member of the Board of Trustees and suggested changes to the format of the application and discussed why there are two ways of getting on the ballot to become a member. Ms. Dressner announced there is an opening on the Board.

Audit Committee:

None.

Friends of the Nyack Library Committee:

Ms. Jhashi reported that more than \$5000 was raised from the book sale, and a \$1000 scholarship was distributed to a student studying History. Ms. Jhashi thanked Sharon Aperto, Denise Leslie and Ellyse Berg for their work on the book sale. The next book sale will be early November.

Finance Committee:

Mr. Murrell reported the Committee met on June 16, and reviewed the Treasurer's report. One CD was renewed for two months, at 5.3%. Mr. Murrell handed out a revised Budget for the Board's review. No changes to the totals, but some line item changes, which are highlighted on the worksheet.

**Upon motion** by Mr. Murrell, seconded by Mr. Wolff, the Board accepted the Budget as amended. There were 10 yes votes.

**Financial Reports:**

*Treasurer's Report:*

Mr. Murrell reviewed the details of the Treasurer's Report with the Board. On May 31 the operating accounts had a total of \$428,485. There is \$417,089 in debt retirement and building maintenance. Recent investment in CD's, \$1,414,785. Current bond status, \$6,612,387 in long term debt outstanding on the 2017 tax-exempt bond with TD Bank. The Library operated at \$176,166 surplus and the DePew House operated at a (\$1,238) deficit, due to necessary repairs.

**Upon motion** by Mr. Murrell, seconded by Mr. Penn, the Library Board unanimously accepted the Financial Statements as presented including the Summary of Key Balance Sheet Amounts as of May 31, 2023 and the May 2023 Performance Report. There were 10 yes votes.

**Upon motion** by Mr. Murrell and seconded by Mr. Henry, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for May 2023 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer; General Fund Expenses of \$78,991.51, Rental Fund Expenses of \$6,731.31, Debt Fund Expenses for \$36,336.78, Payroll Disbursement for pay date May 5, 2023 for \$55,057.33, Payroll Disbursement for pay date May 19, 2023 for \$56,301.09 for a total of \$230,418.02. There were 10 yes votes.

***Old Business:***

None.

***New Business:***

Ms. Berg would like to make a point for clarification. The word *'The'* to be removed from the Board reports and the title of Nyack Library.

8:15 pm **Upon motion** by Ms. Berg, seconded by Mr. Henry, the Board unanimously agreed to go into **Executive Session**, to discuss pending litigation. There were 10 yes votes

8:40 pm **Upon motion** by Ms. Dressner, seconded by Ms. Berg, the Board unanimously agreed to come out of **Executive Session**. There were 10 yes votes.

***Adjournment:***

**Upon motion** by Ms. Dressner, seconded by Mr. Conway, the Board unanimously agreed to adjourn at 8:42 pm. There were 10 yes votes.

Respectfully submitted,

*Minerva Parker*

Board Clerk