

Nyack Library
Minutes of the Regular
Board of Trustees Meeting
Monday, December 16, 2024

Present:

Steven Cea, **President**
Tracy Dressner, **1st Vice President**
Jeremiah Conway, **2nd Vice President**
Daniel Wolff, **Secretary**
Diane Christian
Tamara Jhashi
Leslie Kirsch
Moriah Olsen
Kara Sheridan

Absent:

Brian Murrell, **Treasurer**
Melissa Sullivan

Staff: Eric McCarthy, Library Director
Tracy Dunstan, Assistant Director & Head of Adult Svcs.
Esther Schwartz, Business Manager
Minerva Parker, Board Clerk

Call to Order:

The Board President Mr. Cea called the Regular Monthly Meeting of December 16, 2024, to order at 7:00 p.m., in the Community Meeting Room.

Agenda Approval:

Upon motion by Mr. Wolff, seconded by Ms. Christian, it was resolved to approve the agenda with changes to the Payroll & Disbursements Reports. There were 9 yes votes.

Review of the Minutes:

Mr. Cea welcomed the new Business Manager, Esther Schwartz and Tracy Dunstan the Assistant Director & Head of Adult Services.

Upon motion by Ms. Dressner, seconded by Ms. Jhashi, the Board approved the Minutes of the Regular Meeting, November 18, 2024. There were 8 yes votes.

Upon motion by Ms. Kirsch, seconded by Ms. Dressner, the Board approved the Minutes of the Executive Session, November 18, 2024. There were 8 yes votes.

Director's Report:

Mr. McCarthy welcomed Tracy Dunstan, Assistant Director & Head of Adult Services and Esther Schwartz, Business Manager. Mr. McCarthy updated the Trustees on the incident reported which resulted in an arrest for fourth degree criminal mischief, Mr. McCarthy has been in touch with the DA of Rockland County on this issue.

Building permits are in queue, Mr. McCarthy will follow up for further information. Several bankers' boxes with materials on Nyack's Urban Renewal was donated by Bill Batson. FONL has a new tote for sale at the Circulation Desk. Mr. McCarthy explained the process for KOHA acquisitions with detail.

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

Ellyse Berg, FONL thanked the volunteers who helped with the book sale. The new tote bags are \$10. Thank you to Ms. Dressner and Emily Blake for the donated hand truck.

Committee Reports:

Executive Committee:

No Report.

Development & Public Relations Committee:

Upon motion by Ms. Olsen, to accept and gratefully acknowledge the Gifts & Grants for November 2024, seconded by Mr. Conway, the Board resolved to accept with appreciation \$2,025 in designated support to the Annual Appeal. The 2025 Annual Development Appeal total to date has brought in \$2,025 in donations. Thank you to those who generously donated. There were 9 yes votes.

Ms. Olsen thanked Mr. McCarthy and Tracy Dunstan for putting together a Giving Tuesday constant contact notification to send out to followers.

Nominating Committee:

No report. Voting documents are on the website.

Policy Development & Long-Range Planning Committee:

Ms. Dressner reported the committee did not meet. The Internet Use Policy will be next on the list to be reviewed and updated.

Long Range Planning Committee:

No report.

Personnel Committee:

No report.

Building & Property Committee:

Upon motion by Mr. Wolff, seconded by Ms. Kirsch the Board approved the Inventory Hardware addition of ten OptiPlex SFF 7020 hard drives. The yes vote 9-0.

Mr. Wolff reported the roof has been repaired and it has rained and there has been no leaks. There is a twenty-year warranty on the repaired roof. Mr. McCarthy added, Hayden came back to examine the roof and suggested covering the seams, which they did.

Audit Committee:

Ms. Kirsch reported that the Committee did not meet and the Audit is running a little bit late. Ms. Kirsch asked that the Audit Committee be on stand-by to review the audit report once received, so that it may be presented at the next Board Meeting.

DePew House ad-hoc Committee:

No report.

Friends of the Nyack Library Liaison Committee:

Ms. Olsen thanked everyone involved with moving boxes for the book sale; acknowledgement of heavy-duty hand truck.

Finance Committee:

Ms. Kirsch reported for the Treasurer. Ms. Kirsch presented the FY 25-26 Draft Budget for resolution. Mr. McCarthy discussed the details of the Budget Vote with the Board.

Resolved, that the Nyack Library Board of Trustees hereby adopts the 2025-26 Library Budget as follows:

Nyack Library Operating Budget	\$3,445,540
DePew House Budget	\$ 86,700
Total Budget	\$3,532,240

Be it further resolved, that the general fund tax levy of \$3,354,540 is approved to support the operating budget expenses, which is below the statutory cap of two percent.

Upon motion by Ms. Kirsch, seconded by Ms. Dressner the Board accepted the resolution presented. There were 8 yes votes, 1 abstention.

Financial Reports:

Treasurer's Report:

Ms. Kirsch reported for the Treasurer. Available cash on hand, November 30, just over one million; 3.2 million invested in CD's; Property tax revenue received for the year is approximately 92%, waiting for the last payment which usually comes in around May 2025. The current bond status just over 6.2 million in long term debt remaining on the tax-exempt bond with TD Bank. Library operations accounted for a \$35,483 surplus; DePew House operating at a (\$9,107) deficit, in part due to increased expenses from repairs, tree trimming and property taxes.

Upon motion by Ms. Kirsch, seconded by Ms. Sheridan, the Library Board unanimously accepted the Financial Statements as presented including the Summary of Key Balance Sheet Amounts as of November 30, 2024 and the November 2024 Performance Report. There were 9 yes votes.

Upon motion by Ms. Kirsch and seconded by Mr. Conway, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for November 2024 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer; General Fund Expenses of \$79,450.96, Rental Fund Expenses of \$7,621.05, Debt Fund Expenses for \$36,322.90, Payroll Disbursement for pay date November 15, 2024 for \$58,408.35 and Payroll Disbursement for pay date November 29, 2024 for \$59,296.52 for a total of \$340,984.43. There were 9 yes votes.

Old Business:

Ms. Dressner wants the Board to discuss a succession plan and process for the future. The Board discussed this in detail along with their roles and responsibilities.

New Business:

None.

Adjournment:

Upon motion by Ms. Dressner, seconded by Ms. Christian, the Board agreed to adjourn at 8:06 pm. There were 9 yes votes.

Respectfully submitted,

Minerva Parker

Board Clerk

APPROVED