

**The Nyack Library**  
**Minutes of the Regular**  
**Board of Trustees Meeting**  
**Monday, December 19, 2022**

**Present:**

E. Michael Growney, **President**  
Ellyse Okin Berg, **Vice President**  
Wayne Henry, **Secretary**  
Brian Murrell, **Treasurer**  
Steven Cea  
Diane Christian  
Tracy Dressner  
Michael Penn  
Bebb Wheeler Stone

**Absent:**

Roger Seiler

**Staff:** Ed Falcone, Interim Library Director  
Sharon Alfano, Business Manager  
Minerva Parker, Board Clerk

***Call to Order:***

The Board President Mr. Growney called the Regular Monthly Meeting of December 19, 2022, to order at 7:06 p.m., in the Community Meeting Room.

***Agenda Approval:***

**Upon motion** by Ms. Berg, seconded by Ms. Christian, it was resolved to approve the agenda. There were 9 yes votes.

***Review of the Minutes:***

**Upon motion** by Dr. Stone, seconded by Ms. Dressner, the Board unanimously approved the Minutes of the Regular Meeting, November 21, 2022, with corrections to the Public Comments, and a grammatical correction under Finance Reports. There were 9 yes votes.

**Upon motion** by Ms. Dressner, seconded by Ms. Berg, the Board unanimously agreed that going forward all Public Comments recorded in the hard copy of the Minutes are to be limited to reflect that the Board has noted their presence and heard their comments. There were 9 yes votes.

**Upon motion** by Ms. Berg, seconded by Dr. Stone, the Board unanimously approved the minutes from the regular Board Meeting of November 21, 2022, with corrections. There were 9 yes votes.

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

None.

***Director's Report:***

Mr. Falcone reviewed his report with the Board. The waterproofing project on the lower level has been done. The sprinkler system backflow valve work is still being worked on. The Children's Librarian position is vacant. Interviews are being scheduled to fill the position. Mr. Falcone has been working with the Valley Cottage Library Director on the preparations for the Library Budget Vote in February.

**Upon motion** by Ms. Dressner, seconded by Mr. Cea, the Board unanimously accepted the Personnel Actions Report for November 2022, with new hires Marlie Gleu-part-time Access Services Clerk and Kristin Fowler-full-time Programming & Outreach Librarian. There were 9 yes votes.

**No Hardware Inventory Report.**

***Committee Reports:***

*Director Search Committee:*

Dr. Stone reported the Committee have screened several candidates interviewed and are in the process of finishing the first round and getting ready for the second round of interviews in January. Then will proceed to a third round, to get one or two candidates to present to the Board of Trustees.

*Development Committee:*

**Upon motion** by Ms. Berg, to accept the Gifts & Grants Report for November 2022, and seconded by Mr. Murrell the Board resolved to accept with appreciation \$2,370 in Designated support to the Annual Appeal. The 2023 Annual Development Appeal total to date has brought in \$5,342 in donations. There were 9 yes votes.

*Policy Development & Long-Range Planning Committee:*

Ms. Berg reported for the Committee. Ms. Berg asked the Chair of each Committee to write a description of the role and responsibility of each committee and submit it by February. Ms. Berg also discussed the Trustee Election Procedures and how there are six seats on the ballot in February, 4 three-year terms, 1 two-year term and 1 one-year term. The Board determined the four candidates who receive the most votes will serve three-year terms, the candidate who receives the fifth most votes will serve a two-year term, the candidate who receives the sixth most votes will serve a one-year term. This procedure is for February 14, 2023 election only.

*Building & Property Committee:*

Mr. Henry reported the Committee met on Tuesday, November 29, 2022, to discuss building issues and the Building Condition Study Report.

*Personnel Committee:*

No Report.

*Audit Committee:*

Mr. Henry reported the Committee has received the first draft of the Audited Financial Statements. Will meet with the Finance Committee to review the Audited Financial Statements.

*Finance Committee:*

No meeting.

*Friends of the Library Liaison Committee:*

No report.

***Financial Reports:***

*Treasurer's Report:*

Mr. Murrell reviewed the details of the Treasurer's Report with the Board. On November 30, cash balance totaled \$1,528,062. Debt retirement and building maintenance totaled an additional \$404,589. Property tax revenue received in November, \$379,515. Long term debt on the 2017 tax-exempt bond with TD Bank, \$6,743,874. Disbursements for Board approval for November 2023 total \$213,629.39. The Library operated at a \$158,608 surplus and the DePew House operated at a \$5,817 surplus.

**Upon motion** by Mr. Murrell, seconded by Ms. Dressner, the Library Board unanimously accepted the Financial Statements as presented including the Summary of Key Balance Sheet Amounts as of November 30, 2022 and the November 2022 Performance Report. There were 9 yes votes.

**Upon motion** by Mr. Murrell and seconded by Ms. Dressner, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for November 2022 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer: General Fund Expenses of \$67,541.32, Rental Fund Expenses of \$1,667.97, Debt Fund Expenses for \$36,322.93, Payroll Disbursement for pay date November 4, 2022 for \$54,513.52, and Payroll Disbursement for pay date November 18, 2022 for \$53,583.65, for a total of \$213,629.39. There were 9 yes votes.

***Old Business:***

Ms. Berg and the Board discussed changes made to the Bylaws.

**Upon motion** by Ms. Berg, seconded by Dr. Stone, to suspend the 20 day rule, #10.A.1 of the Bylaws, because of the changes to the Budget Vote and Trustee Election in February 2023.

**Upon motion** by Ms. Berg, seconded by Ms. Dressner, to approve the revised Bylaws presented, the Board unanimously approved. The yes vote 9-0.

Mr. Growney, is appointing Steve Cea to be the fifth member of the Executive Committee.

**Upon motion** by Mr. Growney, seconded by Ms. Berg, to appoint Steve Cea to be the fifth member of the Executive Committee. The Board unanimously approved. The yes vote 9-0.

Mr. Growney has put forward a proposal to the Policy Committee to adopt a policy to create an Advisory Council.

Mr. Henry announced the Coat Drive collaboration with the Nyack Library, Rotary, United Way and the YMCA.

Ms. Berg mentioned the Mitten Tree in the Main Lobby, and that the donations are for the Nyack HeadStart.

***Adjournment:***

**Upon motion** by Ms. Dressner, seconded by Ms. Christian, the Board unanimously agreed to adjourn at 8:30 pm. There were 9 yes votes.

Respectfully submitted,

*Minerva Parker*

Board Clerk