

**AGENDA**  
**Nyack Library Board of Trustees**  
**Regular Meeting**  
***Monday, December 18, 2023, 7:00 pm***  
**Community Meeting Room**

1. Call to Order
2. \*Approval of the Agenda
3. Special Presentation: Local History Room Procedures presented by Kat Sullivan, Local History Room Archivist
4. Approval of the Minutes:  
\*Motion to approve the Minutes of the Regular Meeting, November 20, 2023
5. Director's Report
6. Public Comment: Sign in – (Speakers will have 3 minutes each)
7. Committee Reports:
  - a. Executive Committee (*S. Cea*)  
\*Motion to renew the retainer agreement with Whiteman, Osterman & Hanna, effective January 1, 2024 through December 31, 2024.
  - b. Development Committee (*M. Olsen*)  
\*Motion to approve Gifts & Grants for November 2023
  - c. Policy Development & Long-Range Planning Committee (*E. Berg*)  
\*Motion to adopt Diversity, Equity and Inclusion Policy  
Presentation of Emergency Preparedness Policy
  - d. Building & Property Committee (*D. Wolff*)
  - e. Personnel Committee (*T. Dressner*)
  - f. Nominating Committee (*D. Christian*)
  - g. Audit Committee (*M. Penn*)  
\*Motion to approve the Audited Financial Reports as prepared by Baldessari & Coster, Certified Public Accountants, for the period ending June 30, 2023.
  - h. Friends of the Nyack Library (*T. Jhashi*)
  - i. Finance Committee (*B. Murrell*)  
\*Motion to increase debt retirement reserve: Nyack Library Board of Trustees approve committing \$175,000 of the surplus from the “unassigned Funds” balance into “Funds Committed for Debt Retirement”

\*Resolved, that the Nyack Board of Trustees hereby adopts the 2024-25 Library Budget as follows:

<b>Description</b>	<b>Budget Amount</b>
Nyack Library Operating Budget	\$3,435,060
Depew House Budget	\$86,700
<b>Total Budget</b>	<b>\$3,521,760</b>

Be it further resolved, that the general fund tax levy of \$3,289,750 is approved to support the operating budget expenses, which is below the statutory cap of two percent.

8. Financial Reports:

a. Treasurer’s Report

b. Financial Statements

\*Motion to approve the Financial Statement information as presented including the summary of key Balance Sheet amounts as of November 30, 2023, and the November 2023 Performance Report.

c. Payroll & Disbursement Reports

\*Motion to approve the Disbursements Report for November 2023, which have been reviewed by at least two members of the Executive Committee consisting of:

General Fund Expense	Rental Fund Expense	Debt Fund Expense	Payroll 10/6/23 Disbursements	Payroll 10/20/23 Disbursements
\$75,568.99	\$721.29	\$35,485.20	\$55,174.69	\$55,947.60

9. Old Business:

10. New Business:

11. \*Executive Session

\*Motion to adjourn to Executive Session to discuss a Personnel matter related to the Director’s annual evaluation.

12. \*Adjournment

*Next Board Meeting January 16, 2024, 7 pm*  
*LIBRARY CLOSED December 24 & 25, 2023 Christmas Holiday*  
*LIBRARY CLOSED December 31, 2023 & January 1, 2024 New Year’s Holiday*  
*LIBRARY CLOSED January 15, 2024 Martin Luther King, Jr. Holiday*