

Nyack Library
Minutes of the Regular
Board of Trustees Meeting
Monday, March 18, 2024

Present:

Steven Cea, **President**
Tracy Dressner, **1st Vice President**
Jeremiah Conway, **2nd Vice President**
Tamara Jhashi
Leslie Kirsch
Moriah Olsen
Kara Sheridan
Melissa Sullivan

Absent:

Brian Murrell, **Treasurer**
Daniel Wolff, **Secretary**
Diane Christian

Staff: Eric McCarthy, Library Director
Keryn Waltzer, Business Manager
Minerva Parker, Board Clerk

Call to Order:

The Board President Mr. Cea called the Regular Monthly Meeting of March 18, 2024, to order at 7:00 p.m., in the Community Meeting Room.

Agenda Approval:

Upon motion by Ms. Dressner, seconded by Ms. Kirsch, it was resolved to approve the agenda. There were 8 yes votes.

Special Presentation:

Kat Sullivan, Local History Librarian, gave the Board an overview of the Local History Department. The collection began in the 1920's by two Journalists, Virginia Parkhurst and Isabelle Savell. They began saving, preserving local history material which became the nucleus of the Local History Collection. The mission of the Local History Department is to collect and preserve material that tells the cultural and civic history of Nyack, as well as surrounding areas in Rockland County. Ms. Sullivan presented a power point explaining the materials and services in that department.

Review of the Minutes:

Upon motion by Mr. Conway, seconded by Ms. Jhashi, the Board approved the Minutes of the Regular Meeting, February 20, 2024, with corrections to the Policy Development report. There were 8 yes votes.

Upon motion by Ms. Dressner, seconded by Ms. Sheridan, the Board approved the Minutes of the Annual Meeting, February 20, 2024. There were 8 yes votes.

Director's Report:

Mr. McCarthy reviewed his report with the Board. Mr. McCarthy thanked Minerva and the Staff for all the work done to complete the 2023 NYS Annual Report on time.

Upon motion by Ms. Kirsch, seconded by Mr. Conway, the Board unanimously accepted the 2023 NYS Annual Report for Public and Association Libraries. There were 8 yes votes.

Mr. McCarthy congratulated Minerva Parker on becoming a Village of Nyack Park Commissioner. Mr. McCarthy thanked Nanor Pogosian and Rockland Works for hosting the Job Fair. The Library had to close early on Thursday, March 14, due to a water main leak on Piermont Avenue, the Library had no access to water.

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

None.

Committee Reports:

Executive Committee:

Mr. Cea thank the Board for submitting their Committee preferences. Mr. Cea explained that he split the Policy Development & LRP Committee into two, Policy Development Committee and Long-Range Planning Committee. A new committee, DePew House ad hoc Committee was developed. Instead of having a Negotiations Committee, going forward the Personnel Committee will handle negotiations. Mr. Cea decided, for the April 6 Board Retreat he would like to hire a facilitator. Mr. Cea has been in contact with a facilitator and is working out the details.

Development & Public Relations Committee:

Upon motion by Ms. Olsen, to accept and gratefully acknowledge the Gifts & Grants for February 2024, and seconded by Ms. Dressner the Board resolved to accept with appreciation \$2,125 in Designated support to the Annual Appeal. The 2024 Annual Development Appeal total to date has brought in \$30,438 in donations. Thank you to all those who generously donated. There were 8 yes votes.

Policy Development & Long-Range Planning Committee:

Ms. Dressner reported the Committee did meet. Ms. Dressner stated the Committee will be reviewing the Meeting Room Policy for any updates. They will also review room usage details for the Tutor Rooms, Conference Room, Children's Program Room, etc. Currently working with Tracy Dunstan on presenting all Policies on the website and the layout.

Long Range Planning Committee:

Ms. Jhashi reported for the Committee. The Committee, now separate from the Policy Development Committee, will start meeting this year. Ms. Jhashi gave an overview. The Board of Trustees are responsible for developing the Long-Range Plan and implementation is by the Director and Staff. The current Long-Range Plan is dated 2022-2026.

Building & Property Committee:

Mr. Cea reported for the Committee.

Upon motion by Mr. Conway, seconded by Ms. Dressner, the Board approved signing an agreement with DRS Operations Company, LLC, to provide community solar power for all Library accounts. The Board discussed this. The yes vote, 8-0.

Mr. Cea discussed with the Board about the Library being part of a cooperative that purchases electricity from third party providers, along with a number of school districts. The contract is up and we will be going out to bids for a new contract. The Library is replacing the furnaces with heat pumps, a quote was received from the engineer, who worked on the library addition, who will be working on the specifications and bid evaluation and follow-up construction observation when job is complete.

Mr. McCarthy reported that the Landscaper project was out for bid. The current landscaper, Bob Roach is retiring. Mr. Wolff received 3-4 landscaper bids and decided Helmke was the better bid.

Personnel Committee:

Ms. Dressner reported the Committee did meet, and will discuss the issue during the Executive Session.

Nominating Committee:

None.

Audit Committee:

None.

Friends of the Nyack Library Liaison Committee:

Ms. Olsen reported for the Committee. The next Carnegie Concert is March 24, Brian Conway. The Book Sale is in June, donations are being accepted April 1-30.

DePew House ad-hoc Committee:

Ms. Kirsch reported the Committee kick off Friday, March 22. Ms. Kirsch will give a report at the next Board Meeting.

Finance Committee:

Mr. Cea reported bank signatures cards are being prepared for current Board Officers signatures.

Financial Reports:

Treasurer's Report:

Ms. Kirsch reviewed the Treasurer's Report in detail with the Board. Available cash balance on February 29 totaled \$130,404. \$2,261,3474 is invested in certificates of deposit with 1, 3, and 6-month terms at rates from 5.1%-5.3%. Long term debt remains outstanding on the 2017 tax-exempt bond with TD Bank, \$6,434,637. The Library operations accounted for \$174,326 surplus and the DePew House operated at a \$7,670 deficit.

Upon motion by Ms. Kirsch, seconded by Ms. Olsen, the Library Board unanimously accepted the Financial Statements as presented including the Summary of Key Balance Sheet Amounts as of February 29, 2024 and the February 2024 Performance Report. There were 8 yes votes.

Upon motion by Ms. Kirsch and seconded by Ms. Dressner, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for February 2024 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer; General Fund Expenses of \$56,477.44, Rental Fund Expenses of \$1,051.52, Debt Fund Expenses for \$37,601.84, Payroll Disbursement for pay date February 9, 2024 for \$62,919.80 and Payroll Disbursement for pay date February 23, 2024 for \$57,095.88, for a total of \$215,146.48. There were 8 yes votes.

Old Business:

None.

New Business:

None.

8:06 pm Upon motion by Ms. Jhashi, seconded by Ms. Sheridan, the Board agreed to go into Executive Session to discuss a matter involving personnel, negotiations and pending litigation. The yes vote, 8-0.

8:35 pm Upon motion by Mr. Conway, seconded by Ms. Dressner, the Board agreed to come out of Executive Session. The yes vote, 8-0.

Upon motion by Ms. Dressner, seconded by Ms. Olsen, the Board agreed to adjust the salary of Minerva Parker, retroactive to January 1, 2023, in recognition of taking on the additional task of performing Notary Public services. The yes vote, 8-0.

Adjournment:

Upon motion by Ms. Dressner, seconded by Ms. Jhashi, the Board agreed to adjourn at 8:36 pm. There were 8 yes votes.

Respectfully submitted,

Minerva Parker

Board Clerk