

Nyack Library
Minutes of the Regular
Board of Trustees Meeting
Monday, October 21, 2024

Present:

Steven Cea, **President**
Tracy Dressner, **1st Vice President**
Jeremiah Conway, **2nd Vice President**
Brian Murrell, **Treasurer**
Daniel Wolff, **Secretary**
Diane Christian
Tamara Jhashi
Moriah Olsen
Kara Sheridan
Melissa Sullivan

Absent:

Leslie Kirsch

Staff: Eric McCarthy, Library Director
Minerva Parker, Board Clerk

Call to Order:

The Board President Mr. Cea called the Regular Monthly Meeting of October 21, 2024, to order at 7:00 p.m., in the Community Meeting Room.

Agenda Approval:

Upon motion by Ms. Dressner, seconded by Ms. Christian, it was resolved to approve the agenda. There were 10 yes votes.

Review of the Minutes:

Upon motion by Ms. Sheridan, seconded by Ms. Dressner, the Board approved the Minutes of the Regular Meeting, September 16, 2024. There were 10 yes votes.

Upon motion by Mr. Conway, seconded by Ms. Sullivan, the Board approved the Minutes of the Executive Session, September 16, 2024. There were 10 yes votes.

Director's Report:

In addition to his written report Mr. McCarthy reported Hayden, the roofers, had started the roof work and it should take about seven days to complete. They will park in the Wright Brothers parking lot to unload materials on top of the roof with a crane. The DePew House porch repairs are being done and rot was discovered in the bottom of a pillar, so that will be replaced. Mr. McCarthy introduced Christy Blanchette, Director of the Valley Cottage Library, who was in the audience. Mr. McCarthy acknowledged the BIPOC, Black, Indigenous, and People of Color, Event co-hosted with Valley Cottage Library. The event was fully funded by an outreach grant secured by Carida Ridore,

Valley Cottage Librarian and Tracy Dunstan, Nyack Library Librarian. The event was a success and received a lot of positive feedback.

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

Christi Blanchette, Director of the Valley Cottage Library. Ms. Blanchette states she was going to report, as Mr. McCarthy, did on the BIPOC event. Ms. Blanchette is taking a post graduate course on Public Libraries and going to other libraries board meetings is one of the requirements. Ms. Blanchette thanked Mr. McCarthy and the Board for selecting Mr. McCarthy. It's been a wonderful bridge between the two libraries and a better shared vision of the shared community we serve.

Committee Reports:

Executive Committee:

Mr. Cea would like to remind Board Members to complete the required Sexual Harassment Prevention Training and the two hours of continuing educational hours.

Development & Public Relations Committee:

Upon motion by Ms. Olsen, to accept and gratefully acknowledge the Gifts & Grants for September 2024, seconded by Mr. Murrell, the Board resolved to accept with appreciation \$1050 in designated support to the Annual Appeal and \$4000 in designated support from the Friends of the Library. The 2024 Annual Development Appeal total to date has brought in \$35,449 in donations. Thank you to all those who generously donated. There were 10 yes votes.

Ms. Olsen reported the Committee met to review the invitations for Donor Reception and other aspects of the Donor Reception. The Committee also worked on redeveloping the room naming project.

Nominating Committee:

Ms. Christian reviewed with the Board, two edited versions of the document Public Election of Trustees, which is posted on the library website and part of the Board Candidacy Process. The Board discussed the changes in detail.

Upon motion by Ms. Dressner, seconded by Ms. Sullivan, the Board approved version B of Public Election of Trustees document, incorporating changes to the Board Candidacy Process with language from the previously approved procedures for board candidacy.. The yes vote 10-0.

Policy Development & Long-Range Planning Committee:

Upon motion by Ms. Dressner, seconded by Ms. Jhashi, the Board approved the Prohibited Conduct Policy, which replaces the current Behavior Policy, with changes to remove the word "Patron" from the first paragraph. The yes vote 10-0.

Upon motion by Ms. Dressner, seconded by Ms. Sheridan, the Board approved the revised Youth Services Policy, with changes. The yes vote 10-0.

Long Range Planning Committee:

No report.

Personnel Committee:

No report.

Building & Property Committee:

Mr. Wolff reported for the Committee. DePew House porch is currently being repaired; the roofers will start work Wednesday; the heating units work are waiting on the permits.

Upon motion by Mr. Wolff, seconded by Ms. Dressner, the Board approved the addition of a Canon Fax Machine. The yes vote 10-0.

Audit Committee:

Mr. McCarthy reported the Auditor is schedule for tomorrow, October 22, and will be on site for two days.

DePew House ad-hoc Committee:

Ms. Sheridan reported the Committee met October 3 and reviewed the DR Pilla report, which will be discussed during Executive Session.

Friends of the Nyack Library Liaison Committee:

Ms. Olsen reported for the Committee. Reminder-the book sale is scheduled November 2 & 3 and look for volunteers to help sort books. A \$1000 semi-annual educational grant for library employees who are pursuing an MLS starting in the Spring 2025. Currently polling docents for the library tours.

Finance Committee:

Mr. Murrell reported the Committee met last Friday. The Committee reviewed the Treasurer's Report; discussed the Business Manager's open position; discussed the DePew House progress.

Financial Reports:

Treasurer's Report:

Mr. Murrell reviewed the Treasurer's Report in detail with the Board. On September 30 available cash balances, \$320,675; \$1,430,824 invested in certificates of deposit; the first payment for the property tax revenue was received on October 10, in the amount of \$921,130, the next payment of \$2,006,748 is scheduled to be received October 25. Current bonds, \$6,278,085 outstanding on the 2017 tax-exempt bond with TD Bank. The Library operated at a \$93,433 surplus, the DePew House operated at a (\$3,347) deficit, due to additional expensed from property taxes.

Upon motion by Mr. Murrell, seconded by Mr. Conway, the Library Board unanimously accepted the Financial Statements as presented including the Summary of Key Balance Sheet Amounts as of September 30, 2024 and the September 2024 Performance Report. There were 10 yes votes.

Upon motion by Mr. Murrell and seconded by Ms. Christian, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for September 2024 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer; General Fund Expenses of \$34,563.28, Rental Fund Expenses of \$22,784.07, Debt Fund Expenses for \$36,322.82, Payroll Disbursement for pay date September 6, 2024 for \$64,967.66, and Payroll Disbursement for pay date September 20, 2024 for \$62,204.28 for a total of \$220,842.11. There were 10 yes votes.

Old Business:

None.

New Business:

Upon motion by Mr. Wolff, seconded by Ms. Sheridan, the Board unanimously accepted the Ramapo Catskill Library System, RCLS, 2025 Budget. The yes vote 10-0.

Upon motion by Ms. Christian, seconded by Ms. Dressner, the Board unanimously approved the Official Calendar of Closings & Holidays 2025. The yes vote 10-0.

Upon motion by Mr. Conway, seconded by Ms. Dressner, the Board unanimously approved the Scheduled Board Meetings for 2025. The yes vote 10-0.

7:59 pm Upon Motion by Ms. Dressner, seconded by Ms. Christian, the Board adjourned into Executive Session to discuss matters involving contract negotiations. There were 10 yes votes.

8:50 pm Upon Motion by Mr. Conway, seconded by Ms. Dressner, the Board agreed to come out of Executive Session. There were 10 yes votes.

Adjournment:

Upon motion by Ms. Dressner, seconded by Ms. Christian, the Board agreed to adjourn at 8:50 pm. There were 10 yes votes.

Respectfully submitted,

Minerva Parker

Board Clerk

DRAFT