

Nyack Library
Minutes of the Regular
Board of Trustees Meeting
Monday, September 18, 2023

Present:

Steven Cea, **President**
Ellyse Okin Berg, **1st Vice President**
Tracy Dressner, **2nd Vice President**
Michael Penn, **Secretary**
Diane Christian
Jeremiah Conway
Tamara Jhashi
Leslie Kirsch
Moriah Olsen
Daniel Wolff

Absent:

Brian Murrell, **Treasurer**

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

Call to Order:

The Board President Mr. Cea called the Regular Monthly Meeting of September 18, 2023, to order at 7:02 p.m., in the Community Meeting Room.

Mr. Cea welcomed new trustee Leslie Kirsch to her first Library Board meeting. Mr. Cea also acknowledged the resignation and contributions of Sharon Alfano, Library Business Manager, over the past ten years. And for her helping the Director, Eric McCarthy, transition into his position.

Agenda Approval:

Upon motion by Ms. Dressner, seconded by Ms. Christian, it was resolved to approve the agenda with additions, an Executive Session to discuss pending litigation, a vote for a new Board Secretary and extending the Children's Librarian pilot program. There were 10 yes votes.

Review of the Minutes:

Upon motion by Ms. Berg, seconded by Ms. Jhashi, the Board approved the Minutes of the Regular Meeting, July 24, 2023. There were 7 yes votes, Mr. Penn, Mr. Wolff and Ms. Kirsch abstained, they were not present.

Director's Report:

Mr. McCarthy discussed his written report with the Board. Mr. McCarthy expressed how well the Summer Reading Programs were attended over the Summer. Mr. McCarthy reported on the staff separations and new job opening postings. Mr. McCarthy thanked Mr. Wolff for coordinating the donation of two artworks, a sculpture "Haitian

Thinker” by J. DeSormeau and a painting “Mother and Child” by Penius LeRiche. Mr. McCarthy discussed the new catalog, Koha, being reviewed by the Director’s Association. If approved the Library will migrate at the end of the current contract which expires in September 2024.

Ms. Jhashi commends the Librarians for their work with the Summer Reading Programs, the numbers were off the charts.

Ms. Olsen thanked Mr. McCarthy and the Staff for handling the difficult situation with the First Amendment Auditors.

Mr. McCarthy presented a slideshow of the FY25 Budget and discussed it in detail with the Board.

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

None.

Committee Reports:

Executive Committee:

Mr. Cea announced the Library will be closed on October 26, for Staff Development Day. Mr. Cea commends Mr. McCarthy and the Staff on the handling of the First Amendment Auditors and suggested covering the topic during Staff Development day in October.

Upon motion by Ms. Berg, seconded by Ms. Dressner, the Board accepted the firm of Whiteman Osterman & Hanna LLP, as attorneys for Nyack Library, contract period October 1, 2023 – December 31, 2023. There were 10 yes votes.

Mr. Cea requested that Committee Chairs schedule meetings during the first week of the month to improve the Agenda development flow for submitting agenda items to the Board Clerk. The Board discussed the details.

Development Committee:

Upon motion by Ms. Olsen, to accept the Gifts & Grants Report for July & August 2023, and seconded by Mr. Conway the Board resolved to accept with appreciation \$4,561 in Designated support to the Annual Appeal and \$2,953.66 in Designated support from the Friends of the Nyack Library. The 2024 Annual Development Appeal total to date has brought in \$4,561 in donations. Thank you to all those who generously donated. There were 10 yes votes.

Upon motion by Ms. Olsen, seconded by Ms. Christian, the Board authorizes the Director to sign an agreement to accept the anonymous donation of a wooden sculpture of “Haitian Thinker”. The Board unanimously accepted, there were 10 yes votes.

Upon motion by Ms. Olsen, seconded by Mr. Conway, the Board authorizes the Director to sign an agreement with Joanne Howard to accept a painting from the collection of Jonathan Demme, Haitian painting of “Mother and Child” framed and signed by Leriche. The Board unanimously accepted, there were 10 yes votes.

Reminder-Annual Donor Reception, Friday, November 17, 2023.

Policy Development & Long-Range Planning Committee:

Upon motion by Ms. Berg, seconded by Ms. Jhashi, the Board unanimously adopted the Nyack Library Anti-Nepotism Policy with corrections. There were 10 yes votes.

Upon motion by Ms. Berg, seconded by Ms. Dressner, the Board unanimously adopted the Nyack Library Minority and Woman-Owned Business Enterprise (M/WBE) and Service-Disabled Veteran-Owned Business Policy. There were 10 yes votes.

Building & Property Committee:

Mr. Wolff reported the Committee did not meet but will schedule a meeting for the first week of the month.

Upon motion by Mr. Wolff, seconded by Mr. Conway, the Board unanimously approved the added inventory of 1 Mac Mini and 1 Synology DiskStation, DS723+ data storage backup unit. There were 10 yes votes.

Personnel Committee:

Upon motion by Ms. Dressner, seconded by Ms. Berg, the Board accepted the resignations of Kaitlyn Carpio, Teen Room Information Specialist, Karen Kyle, Circulation Clerk and Sharon Alfano, Business Manager. There were 10 yes votes.

*Pursuant to section 10(B) of the Bylaws, motion to approve the temporary suspension for this year of section 2(B)(3) of the Bylaws requiring that the Board evaluate the Director each year within the three months after the end of the fiscal year. The evaluation will be conducted in December this year and then in September per the Bylaws in subsequent years.

Upon motion by Ms. Dressner, seconded by Ms. Berg, the Board unanimously approved the temporary suspension of evaluating the Library Director. There were 10 yes votes.

Upon motion by Ms. Dressner, seconded by Ms. Kirsch, the Board unanimously agreed to extend the Children's Librarian Pilot Program to October 21, 2023, to allow the Personnel Committee to evaluate the program. There were 10 yes votes.

Nominating Committee:

Ms. Christian reported for the Committee. Ballots were distributed to vote for a new Board Secretary. Michael Penn was elected to hold the office of Secretary until February, when new Board Officers are voted on.

Ms. Christian reviewed a Hybrid Election Process outline distributed for discussion with the Board about why there are two paths to joining the Library Board of Trustees. The Committee will continue to work on improving this process and working with the Board to get a better process in place going forward.

Audit Committee:

Mr. Penn reported he met with Wayne Henry to get an overview of the Audit Committee. Met also with Mr. McCarthy and Sharon Alfano, before she resigned, to get feedback on the Auditor's process. The Auditor's work on the Library's financial records is done the latter part of October.

Friends of the Nyack Library Committee:

Ms. Jhashi reported the Friends will be supporting Banned Books Week, they will donate books for display. Also supporting the Great Give Back, October 21, donating items for the Library to Helping Hands, helping the homeless of Rockland. Book donations through September 30 for the Book Sale the weekend of November 4 & 5.

Finance Committee:

None.

Financial Reports:

Treasurer's Report:

Mr. Cea reviewed the Treasurer's Report in detail with the Board.

Upon motion by Mr. Wolff, seconded by Mr. Conway, the Library Board unanimously accepted the Financial Statements as presented including the Summary of Key Balance Sheet Amounts as of July 31, 2023 and the July 2023 Performance Report. There were 10 yes votes.

Upon motion by Mr. Wolff, seconded by Mr. Penn, the Library Board unanimously accepted the Financial Statements as presented including the Summary of Key Balance Sheet Amounts as of August 31, 2023 and the August 2023 Performance Report. There were 10 yes votes.

Upon motion by Mr. Wolff and seconded by Ms. Kirsch, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for July 2023 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer; General Fund Expenses of \$91,066.17, Rental Fund Expenses of \$2,268.60, Debt Fund Expenses for \$37,980.98, Payroll Disbursement for pay date July 14, 2023 for \$55,880.01 and Payroll Disbursement for pay date July 28, 2023 for \$55,442.53 for a total of \$242,638.29. There were 10 yes votes.

Upon motion by Mr. Wolff and seconded by Mr. Penn, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for August 2023 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer; General Fund Expenses of \$62,913.13, Rental Fund Expenses of \$1,727.94, Debt Fund Expenses for \$34,682.24, Payroll Disbursement for pay date August 11, 2023 for \$58,233.14 and Payroll Disbursement for pay date August 25, 2023 for \$58,240.28 for a total of \$215,796.73. There were 10 yes votes.

Old Business:

None.

New Business:

Ms. Dressner talked about attending the LARC reorganization meeting and encouraged the Trustees to participate in the Advocates Division, which is for Trustees. This is a way of collaborating with Board Members from other libraries.

Executive Session:

9:05 pm Upon motion by Ms. Berg, seconded by Ms. Christian, the Board unanimously agreed to go into Executive Session to discuss pending litigation. There were 10 yes votes.

9:10 pm Upon motion by Ms. Dressner, seconded by Ms. Christian, the Board unanimously agreed to come out of Executive Session. There were 10 yes votes.

Adjournment:

Upon motion by Ms. Christian, seconded by Ms. Dressner, the Board unanimously agreed to adjourn at 9:11 pm. There were 10 yes votes.

Respectfully submitted,

Minerva Parker

Board Clerk