

The Nyack Library
Minutes of the Regular
Board of Trustees Meeting
Monday, April 17, 2023

Present:

Steven Cea, **President**
Ellyse Okin Berg, **1st Vice President**
Tracy Dressner, **2nd Vice President**
Wayne Henry, **Secretary**
Brian Murrell, **Treasurer**
Diane Christian
Tamara Jhashi
Moriah Olsen
Michael Penn
Daniel Wolff

Absent:

Jeremiah Conway

Staff: Eric McCarthy, Library Director
Sharon Alfano, Business Manager
Minerva Parker, Board Clerk

Call to Order:

The Board President Mr. Cea called the Regular Monthly Meeting of April 17, 2023, to order at 7:00 p.m., in the Community Meeting Room.

Agenda Approval:

Upon motion by Mr. Wolff, seconded by Ms. Berg, it was resolved to approve the agenda. There were 10 yes votes.

Special Presentation:

Mike Grella, Librarian, presented an overview of the One on One Tech Help Program, formerly known as Digital Navigators of the Hudson Valley. Mr. Grella explained the program was originally funded by the Federal American Rescue Plan Act (ARPA) with money allocated to New York State Library by the Institute of Museum & Library Services and now being administered by Southeastern New York Library Resource Council (SENYLARC). The Program will assist and help any patron with technology assistance, free of charge, by appointment.

Review of the Minutes:

Upon motion by Mr. Henry, seconded by Ms. Dressner, the Board approved the Minutes of the Regular Meeting, March 20, 2023. There were 7 yes votes, Mr. Murrell, Ms. Berg and Ms. Christian abstained.

Upon motion by Ms. Berg, seconded by Ms. Dressner, the Board approved the Minutes of the Special Meeting, April 1, 2023, as amended. There were 10 yes votes, Ms. Christian abstained.

Director's Report:

Mr. McCarthy submitted his written report to the Board. Mr. McCarthy met with the artist, Gregg Wyatt to discuss the Horace Mann sculpture he is making to donate to the library, which should arrive sometime in August. Mr. Wyatt has invited the Board to see the application of the patina on the sculpture when it takes place, and will follow up with Mr. McCarthy with information for that visit. Mr. Wyatt would like to donate a second sculpture of Jasper Cropsey, Hudson River School Artist.

Mr. McCarthy reported that Frontline, IT/ISP provider, is now part of the E-Rate Program, which will result in a 50% rebate in the cost of our internet service.

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

Michelle Morales, former employee & resident. Ms. Morales address how incidents are addressed or not, as an employee of Nyack Library. Ms. Morales resigned from her position at Nyack Library because she was verbally assaulted by a patron. After the incident occurred, Ms. Morales was disappointed no one contacted her to inquire about her well-being.

Mr. Cea apologized to Ms. Morales for her experience. Mr. Cea talked about the expanded security added last year, the HR Specialist position has been posted and not many applications have been received and that the Library just added another security person for Sundays.

Mr. Wolff asked where are comments addressed about staff feeling squeezed and low salaries. Mr. Cea responded the Personnel Committee handles those comments. A look at salary comparisons with other libraries started last year and is an on-going project with the Personnel Committee.

Committee Reports:

Executive Committee:

Mr. Cea announced there will be a Town Hall/Public Forum in June, on a Saturday. Mr. Cea will work with Mr. McCarthy on scheduling this event.

Upon motion by Ms. Dressner, seconded by Ms. Jhashi, the Board unanimously accepted the Board Goals 2023 as submitted. There were 10 yes votes.

Upon motion by Ms. Berg, seconded by Mr. Wolff, the Board unanimously accepted the Journal News as the paper of record. There were 10 yes votes.

Upon motion by Ms. Dressner, seconded by Mr. Murrell, the Board unanimously approved the Revised Board Meetings schedule for 2023. There were 10 yes votes.

Development Committee:

Ms. Olsen reported the Committee has not met yet. Ms. Olsen met with Minerva Parker to get an overview of the Development Department's work from the past and also gathered information from Mr. McCarthy and Mr. Cea, to get familiarized with the material.

Upon motion by Ms. Olsen, to accept the Gifts & Grants Report for March 2023, and seconded by Mr. Murrell the Board resolved to accept with appreciation \$1,266 in Designated support to the Annual Appeal. The 2023 Annual Development Appeal total to date has brought in \$13,748.20 in donations. Thank you to all those who generously donated. There were 10 yes votes.

Policy Development & Long-Range Planning Committee:

Ms. Berg reported the Committee met on April 12. The Committee had a proposal for an Advisory Council to the Board, it was considered and rejected, for the time being. The election process was discussed and the Committee decided the closing dates for the applicants and the petition candidates will be the same date; talked about the position of the names on the ballot but came to no conclusion, this topic is up for further discussion; petition candidates will be asked to participate in an Information Session; both petition and board candidates will be asked to attend a Board Meeting before the vote. Also, the Preamble in the Bylaws states the Charter date as 1890, it should be 1894.

Building & Property Committee:

Mr. Henry reported the Committee met on April 14, and invited Jeff Flournoy, Maintenance Technician, to attend and give the Trustees an on-site tour, a look at a day in the life of the Library Maintenance Technician. Mr. Henry stated it was a great meeting. Future endeavors were discussed. There will be a work-order system put in place to better mainstream the various job requests from the staff.

No Inventory Report.

Personnel Committee:

Upon motion by Ms. Dressner, seconded by Ms. Berg, the Board unanimously accepted the resignations of Michelle Morales, Access Services Clerk, effective March 6, 2023 and Naia Beckwith, Access Services Page, effective March 23, 2023. There were 10 yes votes.

Ms. Dressner reported the Committee met on April 12, via Zoom and discussed financial aspects of adding hours for a Children's Librarian on Saturdays to offer more programs.

Upon motion by Ms. Dressner, seconded by Ms. Berg, to authorize an addition of four hours for a Children's Librarian on Saturdays, as a pilot program, beginning now until the end of September 2023, to offer Children & Family Programs on Saturdays. The Board unanimously approved the pilot program. There were 10 yes votes.

Upon motion by Ms. Dressner, seconded by Ms. Olsen, the Board unanimously authorized expanding Security Guard coverage for the hours the Library is open on Sundays. There were 10 yes votes.

Nominating Committee:

None.

Audit Committee:

Upon motion by Mr. Henry, seconded by Mr. Murrell the Board unanimously accepted Baldessari & Coster, CPA's as independent accountants to audit Nyack Library for the year ended June 30, 2023. There were 10 yes votes.

Friends of the Nyack Library Committee:

Ms. Jhashi reported for the Committee. During National Library Week, April 22 & 23, the Friends of the Library will be hosting tours of the Library, registration is necessary. FONL donated a gift basket for the Nyack Rotary Auction. Book donations are being accepted and there is a Carnegie Concert scheduled for April 21.

Finance Committee:

Mr. Murrell reported the Committee met on April 14. Received authorization to change Interest rate and Debt, interest rate swap from LIBOR to SOFR is now completed. The Committee discussed the funding of the Personnel items presented in the Personnel Report and also discussed the outcome from the Special Board Meeting around financial matters.

Mr. Cea recognized Mr. Murrell's work with the transition of the rate swap to a close.

Financial Reports:

Treasurer's Report:

Mr. Murrell reviewed the details of the Treasurer's Report with the Board. On March 31 the operating accounts had a total of \$389,051. Investment in certificates of deposit, CD's, \$1,509,029. Final property tax revenue expected in April, approximately \$316,262. Current outstanding long-term debt, \$6,656,093. Library operations accounted for \$128,725 surplus and the DePew House operated at a \$4,521 surplus.

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

Upon motion by Mr. Murrell and seconded by Mr. Penn, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for March 2023 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer; General Fund Expenses of \$83,516.73, Rental Fund Expenses of \$2,978.66, Debt Fund Expenses for \$36,322.93, Payroll Disbursement for pay date March 10, 2023 for \$59,120.43, and Payroll Disbursement for pay date March 24, 2023 for \$56,549.70 for a total of \$238,488.45. There were 10 yes votes.

Old Business:

None.

New Business:

None.

Adjournment:

Upon motion by Mr. Henry, seconded by Ms. Christian, the Board unanimously agreed to adjourn at 8:36 pm. There were 10 yes votes.

Respectfully submitted,

Minerva Parker

Board Clerk