

**The Nyack Library**  
**Minutes of the Regular**  
**Board of Trustees Meeting**  
**Monday, March 20, 2023**

**Present:**

Steven Cea, **President**  
Tracy Dressner, **2<sup>nd</sup> Vice President**  
Wayne Henry, **Secretary**  
Brian Murrell, **Treasurer**-phone conference non-voting  
Jeremiah Conway  
Tamara Jhashi  
Moriah Olsen  
Michael Penn  
Daniel Wolff

**Absent:**

Diane Christian  
Ellyse Okin Berg, **1<sup>st</sup> Vice President**

**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 March 20, 2023, to order at 7:00 p.m., in the Community Meeting Room.

***Agenda Approval:***

**Upon motion** by Ms. Jhashi, seconded by Ms. Dressner, it was resolved to approve the agenda with an amendment under the Financial Reports to include a resolution authorizing the interest rate swap agreement to replace Libor with SOFR. There were 8 yes votes.

***Special Presentation:***

Aldona Pilmanis, Head of Youth Services, 19 years. Ms. Pilmanis talked about the Summer Reading Program and how it works. She gave detailed information on prepping for school visits and visiting the schools in a custom themed around the Summer Reading Program. The participants keep track of their reading by recording in a reading log and they receive prizes and stickers for reading. There are craft programs based on the Summer Reading theme the children sign up to attend.

***Review of the Minutes:***

**Upon motion** by Ms. Dressner, seconded by Mr. Henry, the Board approved the Minutes of the Annual Meeting, February 21, 2023, as amended. There were 8 yes votes.

**Upon motion** by Ms. Olsen, seconded by Mr. Conway, the Board approved the Minutes of the Regular Meeting, February 21, 2023, as amended. There were 8 yes votes.

Mr. Cea announced changes to the Agenda procedure. The monthly board pack will no longer be mailed via first class mail. Trustees will pick up the packet from the Administration Office. The packs will be available the Friday before the board meeting. Starting in April some resolutions/motions will be placed directly on the Agenda to help reduce inserts in packet. Mr. Cea, as Board President, is and ex-officio member of each committee and would like each Committee Chair to include him when scheduling committee meetings. With the exception of the Nominating Committee, Mr. Cea appointed Ms. Berg to attend as the ex-officio member. Mr. Cea asked all committee chairs to hold one meeting before the next Regular Board Meeting, to review aspects of the committee they will be chairing, set some goals.

***Director's Report:***

Mr. McCarthy discussed his report with the Board. A few days after starting Mr. McCarthy had to call for an early closing February 27, and had a delayed opening, February 28, due to snow. Mr. McCarthy reported on the status of the grants Ed Falcone put in place before leaving. Thank you to Minerva for compiling and entering the data submitted for the New York State Annual Report. Mr. McCarthy reported a film crew from Magic Carpet Productions was filming at the Library today and the scenes were staged in the Carnegie-Farian Room and the front of the building, as scheduled.

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

Roger Seiler, resident, addressed the changes in Board Meeting dates over the years to accommodate receiving the reports in enough time to get them in the hands of the Trustees one week before the Board Meeting. Also, the Carnegie-Farian Room should always be called that because the family made a large donation to the Library to name that room.

Mr. Wolff expressed concern about having enough time to read the reports over the two days prior to a meeting. Mr. Cea would like to continue as planned and if it becomes an issue, address it at that time.

***Committee Reports:***

***Development Committee:***

**Upon motion** by Ms. Olsen, to accept the Gifts & Grants Report for February 2023, and seconded by Mr. Penn the Board resolved to accept with appreciation \$1,959 in Designated support to the Annual Appeal, and \$10,848.47 in Designated support from the Friends of the Nyack Library for Concert support, Museum Passes and Program Support. The 2023 Annual Development Appeal total to date has brought in \$12,482.20 in donations. There were 8 yes votes.

Mr. Henry reported Nyack Rotary raised money through Cocktails for Charity's 50-50 raffle, and the proceeds are going to Nyack Library. Kim Cross won the raffle and donated her winnings to the Library.

***Policy Development & Long-Range Planning Committee:***

None.

***Building & Property Committee:***

Mr. Henry will be scheduling a committee meeting soon.

**Upon motion** by Mr. Henry, seconded by Ms. Dressner, the Board unanimously accepted the Inventory Report. There were 8 yes votes.

Personnel Committee:

**Upon motion** by Ms. Dressner, seconded by Mr. Wolff, the Board unanimously approved the Personnel Actions Report. There were 8 yes votes.

Nominating Committee:

None.

Audit Committee:

None.

Friends of the Nyack Library Committee:

Ms. Jhashi reported for the Committee. Book donations are being accepted April 1-30. The book sale is scheduled for June 3 & 4. Set up is on June 2, and break down on June 5, we could use a lot of volunteers. During National Library Week, April 22 & 23, the Friends of the Library will be hosting tours of the Library for anyone, registration is necessary. The Annual Meeting will be held on May 12 at 6:30 pm.

Finance Committee:

Mr. Murrell reported the Committee met and continue to monitor the debt interest rate change.

**Financial Reports:**

*Treasurer's Report:*

Mr. Murrell reviewed the details of the Treasurer's Report with the Board. On February 28 the operating accounts had a total of \$616,041. Investment in certificates of deposit, CD's, \$1,509,029. Current outstanding long-term debt, \$6,678,095. Library operations accounted for \$114,991 surplus and the DePew House operated at a \$5,672 surplus.

**Upon motion** by Mr. Henry, seconded by Ms. Dressner, the Library Board unanimously accepted the Financial Statements as presented including the Summary of Key Balance Sheet Amounts as of February 28, 2023 and the February 2023 Performance Report. There were 8 yes votes.

**Upon motion** by Mr. Henry and seconded by Mr. Penn, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for February 2023 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer; General Fund Expenses of \$87,612.75, Rental Fund Expenses of \$1,756.98, Debt Fund Expenses for \$36,322.92, Payroll Disbursement for pay date February 10, 2023 for \$58,328.09, and Payroll Disbursement for pay date February 24, 2023 for \$58,054.47 for a total of \$242,075.21. There were 8 yes votes.

**Resolution** of Nyack Library, Nyack, New York (The "Library") Authorizing (1) A change in the formula for calculating the interest rate on the public finance authority revenue refunding bond (The Nyack Library Project), Series 2017 from LIBOR as the reference rate to SOFR; and (2) The execution and delivery of a financing agreement amendment and any other document necessary therefor.

Ms. Dressner recognized the document referred to Vice President in the singular, the resolution does not identify the 1<sup>st</sup> and 2<sup>nd</sup> Vice President. Ms. Olsen suggested for the purposes of this agreement, Vice President will refer to the 1<sup>st</sup> Vice President, the Board agrees with this.

**Upon motion** by Ms. Olsen, seconded by Mr. Conway, the adoption of the foregoing resolution was duly put to a roll call, there were 8 yes votes, Mr. Conway, Ms. Olsen, Mr. Cea, Ms. Dressner, Mr. Henry, Ms. Jhashi, Mr. Wolff and Mr. Penn.

***Old Business:***

Mr. Cea reminded the group about the Meet & Greet the Library Director on April 1, 1 – 3 pm in the Carnegie-Farian Room, and the 10 am Board Retreat. Currently looking for an experienced facilitator for the Board Retreat.

***New Business:***

**Upon motion** by Ms. Jhashi, seconded by Ms. Dressner, the Board unanimously accepted the 2022 NYS Annual Report. There were 8 yes votes.

***Adjournment:***

**Upon motion** by Ms. Dressner, seconded by Ms. Jhashi, the Board unanimously agreed to adjourn at 8:11 pm. There were 8 yes votes.

Respectfully submitted,

*Minerva Parker*

Board Clerk