

The Nyack Library
Minutes of the Regular
Board of Trustees Meeting
Monday, May 15, 2023

Present:

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

Absent:

Tamara Jhashi
Michael Penn

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 May 15, 2023, to order at 7:00 p.m., in the Community Meeting Room.

Agenda Approval:

Upon motion by Ms. Olsen, seconded by Ms. Dressner, it was resolved to approve the agenda, with additions to the Personnel Committee report. There were 9 yes votes.

Special Presentation:

Kristine Kumpf, Information Specialist-Programs, discussed the Carnegie Concerts process in detail. How performers are selected, when the season begins and ends, behind the scenes details and technical processes that take place for each concert.

Review of the Minutes:

Upon motion by Ms. Dressner, seconded by Mr. Henry, the Board approved the Minutes of the Regular Meeting, April 17, 2023, as amended, with corrections under the Policy & Long-Range Planning and Finance Committees reports. There were 8 yes votes, Mr. Conway abstained.

Director's Report:

Mr. McCarthy submitted his written report to the Board. On April 19, Mr. McCarthy had to take extreme measures and ban a problem patron for 12 months. The patron was notified via certified mail, given a hand-delivered letter and the Orangetown Police were notified. The patron can appeal to the Director, then ultimately the Board. On April 24 a leak was discovered on the ground floor level of the DePew House. ServPro removed the carpet and flooring and Top Notch repaired the plumbing problem. On April 29, staff noticed a leak in the Café area above the book shelves. Some books were damaged. Hayden Building Maintenance was called to address the leaks.

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

None.

Committee Reports:

Executive Committee:

Mr. Cea announced the date for the Community Forum, Thursday, June 29, 7-8:30 pm. At the Retreat, it was discussed, to schedule a meeting with Leslie (Burger, Library Development Solutions, the Director Search Team Consultant) to review her findings on the Director Search. The Board discussed in detail if the session would be in person or via zoom and decided it would be in person.

Development Committee:

Ms. Olsen reported the Committee met and discussed ideas for fund raising. Discussed committee members hand writing notes monthly to acknowledge gifts from the donors. Ms. Olsen also discussed reviewing the program and look at ways to develop continued and on-going giving.

Upon motion by Ms. Olsen, to accept the Gifts & Grants Report for April 2023, and seconded by Mr. Wolff the Board resolved to accept with appreciation \$1,767 in Designated support to the Annual Appeal. The 2023 Annual Development Appeal total to date has brought in \$15,515.20 in donations. Thank you to all those who generously donated. There were 9 yes votes.

Ms. Olsen mentioned that Gregg Wyatt would like to donate a second sculpture to the Library, a sculpture of Jasper Cropsey. The Board discussed the details.

Policy Development & Long-Range Planning Committee:

None.

Building & Property Committee:

Mr. Henry reported the Committee discussed the issues with the roof leaks. The Committee would like to get a contractor in to look at the whole roof (3 roofs). Mr. Henry would like to apply for grants for the roof project, with the help of the contractor. Mr. Henry reported they are also reviewing the AV system and a server upgrade.

Upon motion by Mr. Henry, seconded by Mr. Murrell the Board unanimously accepted the Inventory Report. There were 9 yes votes.

Mr. Cea stated the Historical Society of the Nyacks has made a request to utilize space on the ground level in the DePew house for storage. Mr. Cea has accepted the request to allow them to use one of the spaces on the ground floor.

Personnel Committee:

Upon motion by Ms. Dressner, seconded by Ms. Berg, the Board unanimously accepted the resignations of Kristin Fowler, Programming & Outreach Librarian, effective May 26, 2023, Jennifer Brooks, Youth Services, Information Specialist, effective May 28, 2023 and Bethzy Aguilar, Youth Services, Page, effective June 14, 2023. There were 9 yes votes.

Upon motion by Ms. Dressner, seconded by Ms. Berg, the Board unanimously accepted the appointment of Deirdre O'Hagan, Substitute Librarian, Youth Services, to Part-time Librarian, Youth Services, effective May 6, 2023. There were 9 yes votes.

Nominating Committee:

None.

Audit Committee:

None.

Friends of the Nyack Library Committee:

Ms. Berg reported the Book Sale is scheduled for June 3 & 4, set up starts June 1, and break down is June 5. The Friends sponsored six library tours over each of two weekends, with a total of 27 participants. The Annual Friends Meeting took place on May 12, Mark Atterbury was the guest. Ms. Berg reported on all donations from the Friends over the last year.

Finance Committee:

Mr. Murrell reported the Committee met on May 12. Mr. Murrell mentioned the last payment from Property Tax Revenue was received in May. They also discussed attorney fees associated with the LIBOR/SOFR change. One invoice remaining from Norton Rose Fulbright, trying to get a portion of it as an in-kind donation to the Library for a portion of the bill. The Committee also discussed the financial impact of the flood at the DePew House.

Financial Reports:

Treasurer's Report:

Mr. Murrell reviewed the details of the Treasurer's Report with the Board. On April 30 the operating accounts had a total of \$180,991. Investment in certificates of deposit, CD's, \$1,514,785. Current outstanding long-term debt, \$6,634,481. Library operations accounted for \$157,188 surplus and the DePew House operated at a \$1,908 surplus.

Upon motion by Mr. Murrell, seconded by Ms. Christian, the Library Board unanimously accepted the Financial Statements as presented including the Summary of Key Balance Sheet Amounts as of April 30, 2023 and the April 2023 Performance Report. There were 9 yes votes.

Upon motion by Mr. Murrell and seconded by Mr. Henry, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for April 2023 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer; General Fund Expenses of \$66,747.99, Rental Fund Expenses of \$2,033.55, Debt Fund Expenses for \$36,322.93, Payroll Disbursement for pay date April 7, 2023 for \$56,146.10, and Payroll Disbursement for pay date April 21, 2023 for \$56,140.45 for a total of \$217,391.02. There were 9 yes votes.

Old Business:

None.

New Business:

Rockland County Times article “Spotlighting Rockland County Libraries in honor of National Library Week: Nyack Library’s Teen Services Specialist, Morgan Strand, on community & forming lifelong connections.” Ms. Berg noticed the continued increase in Teen participation in the Teen Room Programming, due to Ms. Strand.

Adjournment:

Upon motion by Ms. Dressner, seconded by Ms. Christian, the Board unanimously agreed to adjourn at 8:03 pm. There were 9 yes votes.

Respectfully submitted,

Minerva Parker

Board Clerk

APPROVED