

Nyack Library
Minutes of the Regular
Board of Trustees Meeting
Monday, April 21, 2025

Present:

Steven Cea, **President**
Tracy Dressner, **1st Vice President**
Jeremiah Conway, **2nd Vice President**
Brian Murrell, **Treasurer**
Daniel Wolff, **Secretary**
Diane Christian
Leslie Kirsch
Conrad Lochner
Kara Sheridan
Melissa Sullivan

Absent:

Moriah Olsen

Staff: Eric McCarthy, Library Director
Tracy Dunstan, Asst. Director & Head of Adult Services
Esther Schwartz, Business Manager

Call to Order:

The Board President Mr. Cea called the Regular Monthly Meeting of April 21, 2025, to order at 7:00 p.m., in the Community Meeting Room.

Agenda Approval:

Upon motion by Ms. Kirsch, seconded by Ms. Christian, it was resolved to approve the agenda, with the addition of an Executive Session, Policy Development handouts and New Business. There were 10 yes votes.

Review of the Minutes:

Upon motion by Ms. Sheridan, seconded by Mr. Murrell, the Board approved the Minutes of the Regular Meeting, March 17, 2025. There were 8 yes votes, Ms. Kirsch and Ms. Dressner abstained.

Upon motion by Mr. Wolff, seconded by Ms. Sullivan, the Board approved the Minutes of the Executive Session, March 17, 2025. There were 8 yes votes, Ms. Kirsch and Ms. Dressner abstained.

Director's Report:

Mr. McCarthy reported the Library has partnered with a local non-profit organization called Food Not Bombs. They provide healthy snacks for the Teen Room. Mr. McCarthy thanked Morgan Strand and Alexis Moore for coordinating this. Mr. McCarthy mentioned that he and the Social Justice Committee (SJC) are working on a statement for the June Newsletter about the Library being a safe space for all patrons.

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

None.

Committee Reports:

Executive Committee:

Mr. Cea asked the Board for feedback from the Retreat, the Board discussed this in detail. Mr. Cea will modify the Board Goals document and send to everyone for a vote at the next meeting.

Development & Public Relations Committee:

Ms. Sullivan reported for the Committee. The Committee had a meeting and discussed the Donor Wall. The company that use to update the glass panels has closed. The Committee is researching new companies who can do this work.

Upon motion by Ms. Sullivan, to accept and gratefully acknowledge the Gifts & Grants for March 2025, seconded by Mr. Wolff, the Board resolved to accept with appreciation \$2,750 in designated support to the Annual. The 2025 Annual Development Appeal total to date has bought in \$37,250 in donations. Thank you to those who generously donated. There were 10 yes votes.

Nominating Committee:

Ms. Christian reported the Committee had a meeting and discussed the nominations process and a possible change to the by-laws. Ms. Dressner gave detailed information on the process for the new member of the Board.

Policy Development & Long-Range Planning Committee:

Mr. Conway reported the Committee is working on an amendment to the by-laws, section 2 (D)(3), the relevant text is at the end of the document. Mr. Conway reviewed the details of the proposed change with the Board.

Upon motion by Mr. Conway, seconded by Ms. Dressner the Board unanimously approved the first reading of a proposed by-law amendment, section 2D3. The yes vote 10-0.

Mr. Conway presented a proposed revision to the Collection Development Policy to the Board for review and approval at next month's board meeting.

Long Range Planning Committee:

No report.

Personnel Committee:

Ms. Dressner reported the Committee was presented with a revised Employee Performance Evaluation form, from Tracy Dunstan, Assistant Director & Head of Adult Services.

Building & Property Committee:

Mr. Wolff reported the building has no leaks, the heating system works and is in the process of hiring a Landscaper. The elevator is in need of work.

Audit Committee:

Ms. Kirsch reported the Audit Committee completed its mandatory review of the Conflict of Interest statements. The Auditor's engagement letter is expected in May.

DePew House ad-hoc Committee:

No report.

Friends of the Nyack Library Liaison Committee:

Ms. Christian reported the Friends of the Nyack Library book donations is until the end of April and the Book Sale May 31 – June 1, 2025.

Finance Committee:

Mr. Murrell reported the Committee met on Friday and discussed the finance report.

Financial Reports:

Treasurer's Report:

Mr. Murrell reported on March 31 available cash on hand, \$369,904; \$2.7 million invested in certificates of deposit with interest rates between 3.8% to 4.1%. There is \$6,142,196 in long term debt outstanding on the 2017 tax-exempt bond with TD Bank. Operations & Budget performance, the Library and DePew House operated at a \$24,969 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, 2025 and the March 2025 Performance Report. There were 10 yes votes.

Upon motion by Mr. Murrell and seconded by Mr. Conway, it was resolved that the Nyack Library Board of Trustees approve the following disbursements reported for March 2025 which have been reviewed by the President and/or the Vice President, Secretary and the Treasurer; General Fund Expenses of \$129,902, Rental Fund Expenses of \$2,638.77, Debt Fund Expenses for \$36,322.83, Payroll Disbursement for pay date March 7, 2025 for \$62,037.31, Payroll Disbursement for pay date March 21, 2025 for \$63,216.86 for a total of \$294,117.77. There were 10 yes votes.

Old Business:

None.

New Business:

Ms. Dressner discussed having an Information Table set up for Board members to speak with the patrons and answer any questions. The Board discussed the possibilities in detail.

7:55 pm Upon motion by Ms. Dressner, seconded by Mr. Conway the Board unanimously agreed to go into **Executive Session** to discuss negotiated contracts. There were 10 yes votes.

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

Respectfully submitted,

Minerva Parker

Board Clerk