

MINUTES OF THE BOARD OF TRUSTEES MEETING April 27, 2026

Members Present: Mette Rossi, Bethel Marcus, Teri Cantor, Sheila O'Brien, Katarina McGuigan
@ 6:36pm

Members Absent:

Others Present: Jessica Bowen Ossa – Director
Sofija Duic - Clerk to the Board
Howard Heffler - Treasurer

AGENDA

- A. Call Meeting to Order / Pledge of Allegiance
- B. Roll Call
- C. Report of the Chair
- D. Nominations and Elections of Officers
- E. Approval/Change of Agenda
- F. Approval of Minutes of Preceding Meeting
- G. Public Forum
- H. Committee/Sub-Committee Reports:
 - Long Term Planning - Committee Members: Teri Cantor and Mette Rossi
 - Building Renovation - Committee Members: Teri Cantor and Mette Rossi
 - Policy - Committee Members: Sheila O'Brien and Bethel Marcus
 - Safety & Security Committee - Committee Members: Katarina McGuigan and Sheila O'Brien
 - Audit Committee - Committee Members: Teri Cantor and Bethel Marcus
 - Budget & Finance: Bethel Marcus and Katarina McGuigan
 - Negotiations - Committee Members: Mette Rossi
- I. Warrants & Pre-Approvals
 - Warrants
 - New Vendors
 - Personnel
 - Pre-Approval of Program Payments
- J. Financial Reports:
 - Accountant's Report - Dennis Stoner
 - Treasurer's Report - Howard Heffler
- K. Director's Report
 - Long Range Library Plan
- L. Old Business
- M. New Business
 - Next Meeting Date - May 28, 2026
- N. Public Forum
- O. Adjournment

A. Call Meeting to Order / Pledge of Allegiance

Mette Rossi called the meeting to order at 6:33pm
The Board recited the Pledge of Allegiance.

B. Roll Call

Katarina McGuigan @ 6:36pm

C. Report of the Chair

D. Nominations and Elections of Officers, if any

None

E. Approval/Change of Agenda

The Board approved the Agenda for the meeting held on April 27, 2026, on motion by Teri Cantor, seconded by Bethel Marcus

Ayes: 5 Noes: 0 Abstaining: 0 Motion carried

F. Approval of Minutes of Preceding Meeting

The Board approved the minutes for the meeting held on March 23, 2026, on motion by Teri Cantor, seconded by Bethel Marcus

Ayes: 5 Noes: 0 Abstaining: 0 Motion carried

G. Public Forum

Disclaimer: Public Forum is an opportunity for the public to make statements to the Nanuet Library Board of Trustees. Statements are not made to other members of the public. The Board does not routinely comment on personnel issues in public. It is the Board's strong recommendation that any criticisms or compliments concerning personnel be made in writing and not presented at the open forum. Comments made in writing allow the Board to review the comments in detail and to ask the Director to review the comments and take action if necessary.

According to the Public Forum Policy revision dated December 23, 2024, members of the public wishing to speak during the public forum will be limited to a statement of no more than two (2) minutes in length.

No Members Present

H. Committee/Sub-Committee Reports:

Long Term Planning:

Committee Members: Teri Cantor and Mette Rossi

The committee did not meet

Motion to accept the Long Term Plan 2022-2029 on motion by Teri Cantor, seconded by Bethel Marcus

Ayes: 5 Noes: 0 Abstaining: 0 Motion carried

Building Renovation:

Committee Members: Teri Cantor and Mette Rossi

The committee did not meet

Reviewing options for temporary locations

Policy:

Committee Members: Sheila O'Brien and Bethel Marcus

The committee did not

Next meeting date it Tuesday, May 12th @ 5:00pm via Zoom

Safety & Security Committee:

Committee Members: Katarina McGuigan and Sheila O'Brien

The committee did not meet.

Temporary fix discussed for pavers that are missing in front of the building, by the handicap parking area.

Audit Committee:

Committee Members: Teri Cantor and Bethel Marcus

The committee did not meet.

Audit report for 2024-2025 has been submitted. A meeting to review it and discuss the management letter will be set up in May.

Budget & Finance:

Committee Members: Bethel Marcus and Katarina McGuigan

The committee did not meet.

The budget newsletter went out.

Negotiations:

Committee Members: Mette Rossi

The committee did not meet.

I. Warrants & Pre-Approvals

Warrants:

General Fund Warrant Number 10 dated April 2026 (checks number 18402-18457) for \$109,727.06 was reviewed and approved on motion by Teri Cantor, seconded by Bethel Marcus

Ayes: 5 Noes: 0 Abstaining: 0 Motion carried

Capital Fund Warrant Number 10 dated April 2026 (check numbered 1051) for \$51,379.14 was reviewed and approved on motion by Teri Cantor, seconded by Bethel Marcus

Ayes: 5 Noes: 0 Abstaining: 0 Motion carried

New Vendors:

General Fund:

Forte Piano - Piano rental
 Keene, Daniel - Program Performer
 Prizgintas, Alexander -Program Performer
 Calaski, James C. - Program Performer

Personnel:

No Personnel changes for April 2026

Pre-Approval of Program Payments:

The May 2026 program invoices were pre-approved, on motion by Teri Cantor, seconded by Bethel Marcus:

| Date | Presenter | Program | Quantity | Cost per unit | Total for Month |
|-------------|-----------------------------|------------------------------------|-----------------|----------------------|------------------------|
| 1-May | Orangeburg Library | Penguin Pointers | 1 | \$350.00 | \$350.00 |
| 7-May | James Calaski | Hunt for a Nazi Spy in New Jersey | 1 | \$250.00 | \$250.00 |
| 13-May | The Doll Loft (Ellen Brown) | Teen Pop-Up Sewing Workshop | 1 | \$411.00 | \$411.00 |
| 27-May | Dana Ansons | Chair Yoga | 4 | \$55.00 | \$220.00 |
| 30-May | Graham Tichy | The Swinging' Palms | 1 | \$1,250.00 | \$1,250.00 |
| 31-May | Corbitt Williams | Musical Storytime with Mr. Corbitt | 1 | \$200.00 | \$200.00 |

\$2,681.00

Ayes: 5 Noes: 0 Abstaining: 0 Motion carried.

J. Financial Reports:

Accountant's Report - Dennis Stoner:

The Board approved the Accountant's Report dated March 2026, as submitted by Dennis Stoner, on motion by Teri Cantor, seconded by Bethel Marcus

Ayes: 5 Noes: 0 Abstaining: Motion carried.

Treasurer's Report - Howard Heffler:

The Board approved the Treasurer's Report dated March 2026, as submitted by Howard Heffler, on motion by Teri Cantor, seconded by Bethel Marcus

Ayes: 5 Noes: 0 Abstaining: Motion carried.

K. Director's Report:

Administration:

Be it resolved that the Nanuet Public Library operated in accordance with the provisions of Education Law, and assures that the 2025 Annual Report was reviewed and accepted by the Library Board, on motion by Mette Rossi, seconded by Bethel Marcus

Ayes: 5 Noes: 0 Abstaining: Motion carried.

Budget:

The budget newsletter went out
Public Hearing will be held Tuesday, May 5th
The vote will be held on Tuesday, May 19th

Insurance:

Active Assailant Coverage discussed further. More information has been requested from our insurance broker.

Technology:

Library unable to agree on terms with the Cyber-Optik Contract.

Rescind the approval of the Cyber-Optik Contract from March 23, 2026 meeting, on motion by Teri Cantor, seconded by Bethel Marcus

Ayes: 5 Noes: 0 Abstaining: 0 Motion carried

Jessica Bowen-Ossa and Gabby Galgano met with Library Market, for a possible new website design.

Motion to approve the Library Market Contract, pending negotiation of contract terms with a one-time ADA Compliant Website Design with a cost of \$15,000.00 to build the site, and \$2,000.00 per year for hosting and maintaining security certificate, on motion by Teri Cantor, seconded by Bethel Marcus

Ayes: 5 Noes: 0 Abstaining: 0 Motion carried

The Board approved the Director's Report dated April 27, 2026 as submitted by Jessica Bowen Ossa, on motion by Teri Cantor, seconded by Bethel Marcus

Ayes: 5 Noes: 0 Abstaining: 0 Motion carried.

L. Old Business:

Discussed and updated accordingly.

M. New Business:

The next regular meeting of the Nanuet Board of Trustees will be held on May 28, 2026 at 6:30 pm in person.

N. Public Forum

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No Members Present

O. Adjournment

Motion to adjourn the trustee meeting at 8:20 pm on motion by Teri Cantor, seconded by Bethel Marcus

Ayes: 5 Noes: 0 Abstaining: Motion carried.

Respectfully Submitted,
Sofija Duic, District Clerk