

MINUTES OF THE BOARD OF TRUSTEES MEETING July 27, 2026

Members Present: Bethel Marcus, Teri Cantor, Sheila O'Brien, Lauren Said

Members Absent: Mette Rossi
Sofija Duic - Clerk to the Board

Others Present: Jessica Bowen Ossa – Director
Howard Heffler - Treasurer
Dennis Stoner - Accountant

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 Lauren Said
 - Safety & Security Committee - Committee Members: Lauren Said and Sheila O'Brien
 - Audit Committee - Committee Members: Mette Rossi and Bethel Marcus
 - Budget & Finance: Bethel Marcus and Sheila O'Brien
 - Negotiations - Committee Members: Teri Cantor
- 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 - August 24, 2026
- N. Public Forum
- O. Adjournment

A. Call Meeting to Order / Pledge of Allegiance

Teri Cantor called the meeting to order at 6:38pm
The Board recited the Pledge of Allegiance.

B. Roll Call

Mette Rossi and Sofija Duic were not present.

C. Report of the Chair

Board of Trustees Reorganization Agenda dated July 27, 2026 approved on motion by Bethel Marcus, seconded by Sheila O'Brien.

Ayes: 3 Noes: 0 Abstaining: 0 Motion carried

I, Lauren Said, resident of the Nanuet Union Free School District, and aforesaid County and State, do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of New York and that I will faithfully discharge the duties of the office of: **Trustee - Board of Trustees of the Nanuet Public Library** according to the best of my ability.
Lauren Said was sworn in and took the Oath of Office as Trustee of the Nanuet Public Library Board of Trustees.

Motion to Accept Pre-Approved Vendors List for fiscal year 2026 to 2027, on motion by Bethel Marcus, seconded by Sheila O'Brien.

Ayes: 4 Noes: 0 Abstaining: 0 Motion carried

D. Nominations and Elections of Officers, if any

I, Teri Cantor, resident of the Nanuet Union Free School District, and aforesaid County and State, do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of New York and that I will faithfully discharge the duties of the office of: **President - Board of Trustees of the Nanuet Public Library** according to the best of my ability.

Nomination of Teri Cantor as President of the Board - on motion by Bethel Marcus, seconded by Sheila O'Brien.

Ayes: 4 Noes: 0 Abstaining: 0 Motion carried

Nomination of Mette Rossi as Vice President of the Board - on motion by Bethel Marcus, seconded by Sheila O'Brien.

Ayes: 4 Noes: 0 Abstaining: 0 Motion carried

Nomination Sheila O'Brien to Secretary of the Board - on motion by Bethel Marcus, seconded by Sheila O'Brien.

Ayes: 4 Noes: 0 Abstaining: 0 Motion carried

Teri Cantor was sworn in and took the Oath of Office as President of the Nanuet Public Library Board of Trustees.

E. Approval/Change of Agenda

The Board approved the Agenda for the meeting held on July 27, 2026, on motion by Bethel Marcus, seconded by Sheila O'Brien.

Ayes: 4 Noes: 0 Abstaining: 0 Motion carried

F. Approval of Minutes of Preceding Meeting

The Board approved the minutes for the meeting held on June 22, 2026, on motion by Bethel Marcus, seconded by Sheila O'Brien.

Ayes: 4 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.

Lauren Said, until 6:45 when she was sworn in. After, no members of the public present.

H. Committee/Sub-Committee Reports:

Long Term Planning:

Committee Members: Teri Cantor and Mette Rossi
The committee did not meet.

Building Renovation:

Committee Members: Teri Cantor and Mette Rossi
The committee did not meet.

Policy:

Committee Members: Sheila O'Brien and Lauren Said
The committee did not meet.

Safety & Security Committee:

Committee Members: Lauren Said and Sheila O'Brien

The committee did not meet.

Audit Committee:

Committee Members: Mette Rossi and Bethel Marcus

The committee did not meet.

Budget & Finance:

Committee Members: Bethel Marcus and Sheila O'Brien

The committee did not meet.

Negotiations:

Committee Members: Teri Cantor

The committee did not meet.

I. Warrants & Pre-Approvals**Warrants:**

Reviewed and approved General Fund Warrant Number 12A, 2026-06, for June 23-30, 2026 (checks numbered 18554-18559) in the amount of \$3,468.75, which when added to Warrant No. 12 for \$101,245.24 for a new total of \$104,713.99, on motion by Bethel Marcus, seconded by Sheila O'Brien

Ayes: 4 Noes: 0 Abstaining: 0 Motion carried

Reviewed and approved General Fund Warrant Number 1, 2026-01, for July, 2026 (checks numbered 18560-18629) in the amount of \$117,344.18, on motion by Bethel Marcus, seconded by Sheila O'Brien

Ayes: 4 Noes: 0 Abstaining: 0 Motion carried

Reviewed and approved Capital Fund Warrant Number 1 dated July 2026 (checks numbered 1054-1055) for \$79,239.65, on motion by Bethel Marcus, seconded by Sheila O'Brien

Ayes: 4 Noes: 0 Abstaining: 0 Motion carried

New Vendors:**General Fund:**

Cole, Alexis - Program Presenter

Mr and Mrs Piano - Piano Rental

Parkhurst, Brian dba Hudson Valley Reptile & Rescue - Program Presenter

Arrayscape Gaming Inc. - Program Presenter

Fischer, Joseph P. - Program Presenter

Fossil Connoisseur Inc. - Program Presenter

Capital Fund:

Roof Scan Inc. - Testing of roof for renovation

Personnel:

The board approved the following June 2026 Personnel recommendations on motion by Bethel Marcus, seconded by Sheila O'Brien.

Ayes: 4 Noes: 0 Abstaining: 0 Motion carried

1 Appointment Removed:

June 30, 2026 - Altier, Raseal - Page

1 Resignation:

June 30, 2026 - LoPresti, Kristen - Clerk Sub

3 Dismissal Separations:

June 30, 2026 - Bhatnagar, Urvi - Clerk Sub

June 30, 2026 - Giacco, Bethany - Page

June 30, 2026 - Schuler, Susan E. - Librarian I Sub

No personnel changes in July 2026.

Pre-Approval of Program Payments:

Date	Presenter	Program	Quantity	Cost per unit	Total for Month
1-Aug	Bubble Bus	Bubble Bus	1	\$838.00	\$838.00
1-Aug	Danielle Minetti	Ready, Set, Kindergarten!**	3	\$240.00	\$720.00
3-Aug	Dinosaurs ROCK	Dinosaurs ROCK Fossil Adventure	2	\$447.50	\$895.00
4-Aug	Corbitt Willems	Musical Storytime with Mr. Corbitt	5	\$200.00	\$1,000.00
5-Aug	Arrayscape Gaming	Minecraft	2	\$300.00	\$600.00
6-Aug	Frann Rizzo	Art Studio with Miss Frann	1	\$125.00	\$125.00
10-Aug	Clarkstown Party Rental	SRC Block Party	1	\$292.97	\$292.97
10-Aug	Making Faces Parties	Facepainting	1	\$550.00	\$550.00
12-Aug	West Third Street Dance Corp dba Debra Weiss Dance Company	Bailes Latinos with Debra Weiss	1	\$150.00	\$150.00
14-Aug	Yoko Olson	Beginner Canasta	2	\$70.00	\$140.00

The August 2026 program invoices in the amount of \$5,310.97 were pre-approved, on motion by Bethel Marcus, seconded by Sheila O'Brien:

\$5,310.97

Ayes: 4 Noes: 0 Abstaining: 0 Motion carried.

J. Financial Reports:

Update to Budget for July 1, 2025 to June 30, 2026

The Board approved the realignment of certain line items in the General Fund Profit & Loss Budget vs. Actual for the July 1, 2025 to June 30, 2026 to more accurately reflect actual spending, on motion by Bethel Marcus, seconded by Sheila O'Brien.

Ayes: 4 Noes: 0 Abstaining: Motion carried.

Accountant's Report - Dennis Stoner:

The Board approved the Accountant's Report dated as of June 30, 2026, as submitted by Dennis Stoner, on motion by Bethel Marcus, seconded by Sheila O'Brien.

Ayes: 4 Noes: 0 Abstaining: Motion carried.

Treasurer's Report - Howard Heffler:

The Board approved the Treasurer's Report dated June 2026, as submitted by Howard Heffler, on motion by Bethel Marcus, seconded by Sheila O'Brien.

Ayes: 4 Noes: 0 Abstaining: Motion carried.

K. Director's Report:

Administration:

The Director reported on her review of the RCLS Direct Access Plan and Plan of Service.

A motion to approve the 2027 to 2031 RCLS Direct Access Plan as presented was made by Bethel Marcus, seconded by Sheila O'Brien.

Ayes: 4 Noes: 0 Abstaining: Motion carried.

A motion to approve the 2027 - 2031 RCLS Plan of Service as presented, with follow up questions to RCLS regarding the job descriptions of the new human resources, sustainability and marketing roles and plans to differentiate these roles' services from those provided by the member libraries, was made by Bethel Marcus, seconded by Sheila O'Brien.

Ayes: 4 Noes: 0 Abstaining: Motion carried.

Budget and Finance

Renewed Omni & TSACG 403(b) Compliance and Remitting Services for the 2026 to 2027 fiscal year in the amount of \$3,000. No vote required.

Long Range Planning/Renovations:

The Architects and Engineers will come to the August meeting after obtaining all necessary state approvals to review the project plans and seek approval of a resolution to put the construction project out to bid.

Temporary space: still negotiating with potential landlords on space identified. The potential landlord will update and renovate their space in order to accommodate our needs.

Personnel:

Motion to establish the Library Assistant - LFT position at 25 hours per week, made by Bethel Marcus and seconded by Sheila O'Brien.

Ayes: 4 Noes: 0 Abstaining: Motion carried.

Marketing and Outreach:

Working on the Fall Newsletter to update the public on the status of the timing of last live-in person programs at the Library and the interim shift to on-line programs until we fully move into the Library's temporary space.

No Friends meeting in July 2026.

The Board approved the Director's Report dated July 27, 2026 as submitted by Jessica Bowen Ossa, on motion by Bethel Marcus, seconded by Sheila O'Brien.

Ayes: 4 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 August 24, 2026 at 6:30 pm in person.

N. Public Forum

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No members of the public present.

O. Adjournment

Motion to go into Executive Session at 8:14 pm and on motion by Bethel Marcus, seconded by Sheila O'Brien

Ayes: 4 Noes: 0 Abstaining: Motion carried.

Motion to adjourn Executive Session at 8:42 pm on motion by Bethel Marcus, seconded by Sheila O'Brien

Ayes: 4 Noes: 0 Abstaining: Motion carried.

Motion to adjourn the trustee meeting at 8:42 pm on motion by Bethel Marcus, seconded by Sheila O'Brien

Ayes: 4 Noes: 0 Abstaining: Motion carried.

Respectfully Submitted,
Sheila C. O'Brien, Secretary