MINUTES OF THE BOARD OF TRUSTEES MEETING June 22, 2026

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

Members Absent: Mette Rossi
Katarina McGuigan

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 - July 27, 2026
N. Public Forum
O. Adjournment

A. Call Meeting to Order / Pledge of Allegiance
Teri Cantor called the meeting to order at 6:44pm
The Board recited the Pledge of Allegiance.

B. Roll Call
Mette Rossi and Katarina McGuigan were not present

C. Report of the Chair

D. Nominations and Elections of Officers, if any
Nominations for Officers for next year:
Teri Cantor - President
Mette Rossi - Vice President
Sheila O'Brien - Secretary.

E. Approval/Change of Agenda
The Board approved the Agenda for the meeting held on June 22, 2026, on motion by Bethel Marcus, seconded by Sheila O'Brien

Ayes: 3 Noes: 0 Abstaining: 0 Motion carried

F. Approval of Minutes of Preceding Meeting
The Board approved the minutes for the meeting held on May 28, 2026, on motion by Bethel Marcus, seconded by Sheila O'Brien

Ayes: 3 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

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 Bethel Marcus
Meet on Tuesday, June 9th @ 5:00pm via Zoom
Next meeting date is TBD

Second Reading:
Motion to accept the Art Exhibit Policy & Release on motion by Bethel Marcus, seconded Sheila O’Brien with clerical errors corrected.

Ayes: 3   Noes: 0   Abstaining: 0   Motion carried.

Motion to accept the Homebound Delivery Policy on motion by Bethel Marcus, seconded Sheila O’Brien

Ayes: 3   Noes: 0   Abstaining: 0   Motion carried.

Motion to accept the Community Room Policy and Form on motion by Bethel Marcus, seconded Sheila O’Brien

Ayes: 3   Noes: 0   Abstaining: 0   Motion carried.

Next for Review:
Borrowing Policy & Agreements for: Nintendo Console, Chromebook and Hotspot, and Musical Instrument with a note to consider consolidating these into one "Library of Things" Borrowing Policy & Agreement. Jessica Bowen Ossa, will meet with the Librarians before bringing to the committee..

Safety & Security Committee:
Committee Members: Katarina McGuigan and Sheila O’Brien
The committee did not meet.

Audit Committee:
Committee Members: Teri Cantor and Bethel Marcus
No additional meeting is required

Budget & Finance:
Committee Members: Bethel Marcus and Katarina McGuigan
The committee did not meet.

Negotiations:
Committee Members: Mette Rossi
The committee did not meet.

I. Warrants & Pre-Approvals

Warrants:
General Fund Warrant Number 12 dated June 2026 (ACH0602, checks number 18509-18553) for $101,245.24 was reviewed and approved on motion by Bethel Marcus, seconded by Sheila O'Brien

Ayes: 3 Noes: 0 Abstaining: 0 Motion carried

Capital Fund Warrant Number 12 dated June 2026 (check numbered 1053) for $51,846.81 was reviewed and approved on motion by Bethel Marcus, seconded by Sheila O'Brien

Ayes: 3 Noes: 0 Abstaining: 0 Motion carried

New Vendors:
General Fund:
No New Vendor changes for June 2026

Personnel:
No Personnel changes for June 2026

Pre-Approval of Program Payments:
The July 2026 program invoices were pre-approved, on motion by Bethel Marcus, seconded by Sheila O'Brien:

Date	Presenter	Program	Quantity	Cost per unit	Total for Month
6-Jul	Anna Lee & Barret Felker *	Acrobatics of Li Lui	2	$625.00	$1,250.00
8-Jul	Arrayscape Gaming	Minecraft	2	$300.00	$600.00
9-Jul	Frann Rizzo	Art Studio with Miss Frann	1	$125.00	$125.00
13-Jul	Hudson Valley Reptile Rescue	Old World Reptiles	2	$262.50	$525.00
13-Jul	Christine Adams	Needle Felting	1	$270.00	$270.00
13-Jul	Alan Bernstein	Rockland 250	1	$125.00	$125.00
15-Jul	Rick Stromoski	Cartooning with Rick	1	$300.00	$300.00
16-Jul	Christine Adams	Felting Workshop	1	$250.00	$250.00

20-Jul	Tanglewood	Sleeping Beauty	1	$600.00	$600.00
22-Jul	Ants in the Pants LLC	Bubbly Beats with Miss Jolie	1	$500.00	$500.00
23-Jul	Robotics4U**	Apprentice Engineers Workshop	1	$360.00	$360.00
23-Jul	Michael Norris	Gilbert Stuart and His Portraits of the Founding Fathers	1	$200.00	$200.00
23-Jul	Mr. and Mrs. Piano Inc	Piano Rental	1	$1,885.00	$1,885.00
25-Jul	Alexis Cole	Alexis Cole Trio	1	$1,750.00	$1,750.00
27-Jul	Joe Fischer	Hocus Pocus, It's Joe Fischer!	1	$450.00	$450.00
30-Jul	Kurt Gallagher	Mr. Kurt in Concert	1	$250.00	$250.00

*** $700 Anna Lee, $550 Barrett Felker**
**** estimated cost, will be billed after event**

$10,735.00

Ayes: 3 Noes: 0 Abstaining: 0 Motion carried.

J. Financial Reports:

Accountant's Report - Dennis Stoner:

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

Ayes: 3 Noes: 0 Abstaining: Motion carried.

Treasurer's Report - Howard Heffler:

The final library tax payment in the amount of$ 49,853 was deposited on June 5, 2026. The reason it was late was due to late payment to the school district by Rockland County.

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

Ayes: 3 Noes: 0 Abstaining: Motion carried.

K. Director’s Report:

Administration:

Review of the RCLS Direct Access Plan and Plan of Service. To be reviewed further and will be brought back for the July 27th Meeting.

Reviewed the Reorganization for next month Board meeting for approval

Long Range Planning/Renovations:
Hudson Valley iCampus is no longer an option for our temporary space.
Realtor has drafted a Letter of Intent to propose rental of the Route 59 spaces. The library architecture team has drafted a proposed layout for the spaces. Jessica Bowen-Ossa has submitted a list of landlord work/questions; and our construction management team has reviewed the terms of the Letter of Intent.

Motion to approve the Omega Proposal to perform the necessary Asbestos/Hazardous Material Survey Report and Asbestos/Hazardous Material Abatement Plan and Specifications for SEO Submission services for the lump sum of $12,026.00, on motion by Bethel Marcus, seconded by Sheila O'Brien

Personnel:
Jessica Bowen-Ossa has initiated the process of creating a position for the Children's Department - which was voted on previously.

Marketing and Outreach:
Friends meeting was held on Thursday, June 18th

Technology:
Nanuet Public Library, County Of Rockland, State Of New York Board Of Trustees Resolutions Approval Of Website And Calendar Agreement Between The Nanuet Public Library And Library Solutions, Llc D/B/A Library Market, Introduced by Teri Cantor, Seconded by Bethel Marcus,

WHEREAS, the Board of Trustees of the Nanuet Public Library (the "Board") held a duly called meeting on June 22, 2026, at which a quorum was present, for adoption of the Resolutions set forth below; and

WHEREAS, the Board has reviewed the proposed Project and Service Agreement for Library Website and Library Calendar dated June 22, 2026 (the "Agreement") between the Nanuet Public Library (the "Library") and Library Solutions, LLC d/b/a Library Market ("Library Market"); and

WHEREAS, pursuant to the Agreement, the Provider will furnish implementation, design, configuration, hosting, maintenance, support, training, and related services for the Library's website and calendar platform, based upon Option #2 as set forth in the Project Proposal; and

WHEREAS, the Agreement provides for payment of Fifteen Thousand Dollars ($15,000.00)for the services to be provided by Library Market, together with Two Thousand Dollars ($2,000.00) for the first year of annual hosting and maintenance costs, all upon the terms and conditions set forth in the Agreement; and

WHEREAS, the Agreement (a copy of which is attached hereto) has been presented to the Board for review and consideration; and

WHEREAS, after due deliberation, the Board has determined that entering into the Agreement is in the best interests of the Library and the Board wishes to approve the Agreement;

NOW THEREFORE, BE IT

RESOLUTIONS

RESOLVED, that the Board hereby approves the Agreement in the form presented to the Board; and be it further

RESOLVED, that the President of the Board and the Library Director, and each of them acting alone, are hereby authorized and directed, in the name and on behalf of the Library, to execute and deliver the Agreement and any ancillary documents contemplated thereby, and to take such further actions as may be necessary or appropriate to carry out the intent and purpose of the Resolutions set forth herein; and be it further

RESOLVED, that any and all actions heretofore taken by or on behalf of the Board, its members, and/or the Library Director, in connection with the Agreement and/or the matters contemplated thereby, are hereby ratified, confirmed, adopted, and approved by the Board, now for then; and be it further

RESOLVED, that any extension or renewal of the Agreement shall require further review and approval by the Board; and be it further

RESOLVED, that the foregoing Recitals are hereby incorporated into each of the Resolutions set forth herein and are made a part thereof.

On a vote of 3 to 0, the President of the Board of Trustees declared the foregoing Resolutions adopted.

The Board approved the Director's Report dated June 22, 2026 as submitted by Jessica Bowen Ossa, on motion by Bethel Marcus, seconded by Sheila O'Brien

Ayes: 3 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 July 27, 2026 at 6:30 pm in person.

N. Public Forum
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the comments in detail and to ask the Director to review the comments and take action if necessary.

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Lauren Said

O. Adjournment

Motion to adjourn the trustee meeting at 8:04 pm on motion by Bethel Marcus, seconded by Sheila O'Brien

Ayes: 3 Noes: 0 Abstaining: Motion carried.

Respectfully Submitted,
Sofija Duic, District Clerk