

## **MINUTES OF THE BOARD OF TRUSTEES MEETING August 24, 2026**

**Members Present:** Teri Cantor, Sheila O'Brien, Lauren Said, Mette Rossi

**Members Absent:** Bethel Marcus

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

### **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 - September 28, 2026
- N. Public Forum
- O. Adjournment

**A. Call Meeting to Order / Pledge of Allegiance**

Teri Cantor called the meeting to order at 6:39pm  
The Board recited the Pledge of Allegiance.

**B. Roll Call**

Bethel Marcus was not present.

**C. Report of the Chair**

**D. Nominations and Elections of Officers, if any**

I, Mette Rossi, 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: **Vice President - Board of Trustees of the Nanuet Public Library** according to the best of my ability.

**E. Approval/Change of Agenda**

The Board approved the Agenda for the meeting held on August 24, 2026, on motion by Mette Rossi, 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 July 27, 2026, on motion by Mette Rossi, seconded by Sheila O'Brien.

Ayes: 3                Noes: 0                Abstaining: 1    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 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 2, for August, 2026 (checks numbered 18630-18674) in the amount of \$83,561.28, on motion by Mette Rossi, seconded by Sheila O'Brien.

Ayes: 4                Noes: 0                Abstaining: 0    Motion carried

Reviewed and approved Capital Fund Warrant Number 2 dated August 2026 (checks numbered 1056-1057) for \$19,917.60, on motion by Mette Rossi, seconded by Sheila O'Brien.

Ayes: 4                Noes: 0                Abstaining: 0    Motion carried

**New Vendors:****Capital Fund:**

Omega Environmental Services Inc. - Pre-Renovation Asbestos Survey

**Personnel:**

The board approved the following Amended July 2026 Personnel recommendations on motion by Mette Rossi, seconded by Sheila O'Brien.

Ayes: 4                Noes: 0                Abstaining: 0    Motion carried

1 Resignation:

July 31, 2026 - Demetriou, Kimberly- Librarian I Sub

The board approved the following August 2026 Personnel recommendations on motion by Mette Rossi, seconded by Sheila O'Brien.

Ayes: 4                Noes: 0                Abstaining: 0    Motion carried

1 Resignation:

August 5, 2026 - Bachor, Kathleen- Librarian I Sub

August 26, 2026 - Gessner, Laurie- Librarian I Sub

**Pre-Approval of Program Payments:**

| <b>Date</b> | <b>Presenter</b>                     | <b>Program</b>                    | <b>Quantity</b> | <b>Cost per unit</b> | <b>Total for Month</b> |
|-------------|--------------------------------------|-----------------------------------|-----------------|----------------------|------------------------|
| 13-Sep      | Rizzo's Wildlife                     | Rizzo's Wildlife                  | 1               | \$575.00             | \$575.00               |
| 15-Sep      | Kally Dulling                        | Music with Miss Kally             | 1               | \$200.00             | \$200.00               |
| 16-Sep      | Alexis Starke                        | Sugar Skull Painting with a Twist | 1               | \$235.00             | \$235.00               |
| 18-Sep      | Bharatiya Kala Kendra Incorporated   | Indian Classical Music Concert    | 1               | \$950.00             | \$950.00               |
| 22-Sep      | Corbit Williams                      | Musical Storytime                 | 1               | \$200.00             | \$200.00               |
| 23-Sep      | Rick Stromoski                       | Cartooning with Rick              | 1               | \$300.00             | \$300.00               |
| 25-Sep      | Palisades Interstate Park Commission | A Wilde Story                     | 1               | \$100.00             | \$100.00               |
| 29-Sep      | Tiffany Steele                       | Boogie Woogie Babies              | 1               | \$175.00             | \$175.00               |
| 30-Sep      | Dana Ansons                          | Dana Ansons                       | 2               | \$60.00              | \$120.00               |
| 30-Sep      | Rosemarie Rubinetti Cappiello        | Dinner & A Medium                 | 1               | \$325.00             | \$325.00               |

**\$3,180.00**

The September 2026 program invoices in the amount of \$3,180.00 were pre-approved, on motion by Mette Rossi, seconded by Sheila O'Brien.

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

**J. Financial Reports:**

**Accountant's Report - Dennis Stoner:**

The Board approved the Accountant's Report dated as of July, 2026, as submitted by Dennis Stoner, on motion by Mette Rossi, 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 July 2026, as submitted by Howard Heffler, on motion by Mette Rossi, seconded by Sheila O'Brien.

Ayes: 4      Noes: 0      Abstaining:      Motion carried.

**K. Director's Report:**

***Administration:***

NANUET PUBLIC LIBRARY, COUNTY OF ROCKLAND, STATE OF NEW YORK BOARD OF TRUSTEES RESOLUTIONS AUTHORIZATION TO NEGOTIATE LEASE FOR USE AND OCCUPANCY OF TEMPORARY ALTERNATE PREMISES DURING CONSTRUCTION RENOVATIONS

Introduced by: Teri Cantor

Seconded by: Lauren Said

Date of Adoption: August 24, 2026

WHEREAS, the Board of Trustees of the Nanuet Public Library (the "Board"), on behalf of the Nanuet Public Library (the "Library"), is undertaking a capital improvement project for construction renovations at the existing Library building located at 149 Church Street, Nanuet, New York 10954 (the "Project"), which Project is expected to commence in or after calendar year 2026; and

WHEREAS, the qualified voters of the Nanuet Union Free School District approved, on October 16, 2024, a bond referendum authorizing the financing of all or a portion of the Project; and

WHEREAS, during the Project, the Library will be required to lease, use, and occupy temporary alternate premises in order to continue providing Library services while the Project is under construction; and

WHEREAS, the Board wishes to authorize designated representatives of the Library to negotiate a lease or other use and occupancy arrangement for such temporary alternate premises, including the execution of a non-binding letter of intent or similar preliminary document, subject to the limitations and conditions set forth below;

NOW, THEREFORE, BE IT

RESOLVED, that each of the recitals set forth above is incorporated into and made a part of these Resolutions; and be it further

RESOLVED, that the President of the Board or a designee duly authorized by the President (including, without limitation, the Library Director, an officer of the Library, or counsel for the Library), is hereby authorized, on behalf of the Library, to negotiate the terms and conditions of a proposed lease or other use and occupancy arrangement for temporary alternate premises during the Project, subject to the limitations and conditions set forth in these Resolutions ; and be it further

RESOLVED, that the President of the Board or the Library Director may designate counsel for the Library to assist with or conduct such negotiations on behalf of the Library, subject to these Resolutions; and be it further

RESOLVED, that the President of the Board or the Library Director, acting alone and following review and approval as to form by counsel to the Library, is hereby authorized to execute a non-binding letter of intent or similar preliminary document concerning such temporary alternate premises; provided, however, that any such document shall state expressly that it: (a) is non binding; (b) creates no legally enforceable obligation of any kind; (c) does not obligate either party to enter into or continue negotiations; and (d) permits either party to discontinue or terminate any negotiations at any time, for any reason or no reason, without liability; and be it further

RESOLVED, that no lease, sublease, license, or other final occupancy agreement shall be executed or become binding upon the Library unless and until the proposed agreement has been approved by the Board and its execution expressly authorized by further resolution of the Board; and be it further

RESOLVED, that all prior lawful actions taken by the President of the Board, the Library Director, counsel to the Library, or another duly authorized designee, prior to the adoption of the foregoing Resolutions and to the extent consistent with the authority granted thereby, are hereby ratified, confirmed, and approved , now for then; and be it further

RESOLVED, that these Resolutions shall take effect immediately.

On a vote of 4 to 0, the President of the Board of Trustees declared the foregoing Resolutions duly adopted.

The Board approved the Director's Report dated August 24, 2026 as submitted by Jessica Bowen Ossa, on motion by Mette Rossi, seconded by Sheila O'Brien.

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

**L. Old Business:**

Discussed and updated accordingly.

**M. New Business:**

A Special Meeting of the Nanuet Board of Trustees will be held on September 14, 2026 at 7:00pm in person pending SED Approval.

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

**N. Public Forum**

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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 of the public present.

**O. Adjournment**

Motion to adjourn the trustee meeting at 7:57 pm and on motion by Mette Rossi, seconded by Sheila O'Brien.

Ayes: 4      Noes: 0      Abstaining:      Motion carried.

Respectfully Submitted,  
Sofija Duic, Clerk to the Board