



NEW CITY LIBRARY

SERVING THE COMMUNITIES OF NEW CITY, CONGERS AND BARDONIA

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES NEW CITY LIBRARY

April 21, 2016

PRESENT: Victor Berger, President Agin Antony, Trustee
Joseph Reiter, Vice President Robert Axelrod, Trustee
Ralph Sabatini, Treasurer Anthony Feliciano, Trustee
David Zuckerberg, Secretary Phyllis Morena, Trustee
 Jeffrey Sasson, Trustee

STAFF: Marianne Silver, Director
Shibu Abraham, Finance/Facilities Manager

GUESTS: None

I. INTRODUCTORY

a. Meeting Called to Order:

The meeting was called to order at 7:04 p.m. The Pledge of Allegiance was recited.

b. Public Comments:

No public comments were offered.

II. REVIEW OF MINUTES OF THE PREVIOUS MEETING

David Zuckerberg presented the proposed *Minutes of the Regular Meeting of the Board of Trustees of March 17, 2016*, for acceptance.

- Upon motion made by David Zuckerberg and duly seconded by Ralph Sabatini, it was:

RESOLVED, that the Board accept the *Minutes of the Regular Meeting of the Board of Trustees of March 17, 2016*.

The Resolution was passed unanimously. (RM#1-04/2016)

III. REPORTS

a. Personnel and Finance Committee (R. Sabatini, chair):

David Zuckerberg asked Shibu Abraham if he was tracking capital expenses. Mr. Abraham replied in the affirmative.

b. Financial Report for March 31 and Warrant #9:

- Upon motion made by Ralph Sabatini and duly seconded by David Zuckerberg, it was:

RESOLVED, *that the Board approve Warrant #9 in the amount of \$496,475.*

The Resolution was passed unanimously. (RM#2-04/2016)

c. Building and Grounds Committee (J. Sasson, chair):

Jeffrey Sasson reported that the committee met on April 18. The removal of trees at the southeast side of the building as well as pruning on the property was done at a cost of \$4,250. Shibu Abraham will be obtaining quotes for replacement landscaping. Mr. Abraham is also researching energy company alternatives to Orange and Rockland.

d. Policy and Planning Committee (P. Morena, chair):

i. Strategic Plan:

Phyllis Morena presented the revised *Travel Reimbursement Policy* for approval.

- Upon motion made by Ralph Sabatini and duly seconded by Joe Reiter, it was:

RESOLVED, *that the Board adopt the Travel Reimbursement Policy.*

The Resolution was passed unanimously. (RM#3-04/2016)

e. Ad Hoc Committees:

i. Liaison to the Friends of the New City Library (R. Axelrod, chair):

Robert Axelrod mentioned the Friends of New City Library Membership Recruitment Drive taking place on Wednesday, April 27, at 7pm. He noted that there will be refreshments and applications for membership available.

ii. Legal Affairs of the New City Library (J. Reiter, chair):

Joseph Reiter reported that the attorney responded to a question from the *Personnel & Finance Committee* regarding a benefit for employees.

f. President (V. Berger):

Victor Berger stated that the final contract between the New City Library and the New City Library Staff Association was signed and ready for distribution. He requested that Marianne Silver make arrangements for copying and distributing.

g. Director (M. Silver):

Marianne Silver referred to her written report. Ms. Silver requested that the board vote on closing the Library on Friday, April 29, for inventory.

- Upon motion made by Ralph Sabatini and duly seconded by Phyllis Morena, it was:

RESOLVED, that the Library shall be closed to the public on Friday, April 29, 2016, for inventory.

The Resolution was passed unanimously. (RM#04-04/2016)

IV. UNFINISHED BUSINESS

No unfinished business was reported.

V. NEW BUSINESS

a. Board Communications:

None.

b. Executive Session:

- Upon motion made by Joseph Reiter and duly seconded by David Zuckerberg, it was:

RESOLVED, that the Board enters into an executive session to discuss personnel matters.

The Resolution was passed unanimously. (RM#05-04/2016)

- Upon motion made by Ralph Sabatini and duly seconded by Joseph Reiter:

BE IT RESOLVED, *that*

1. *The Library Board of Trustees hereby authorizes the issuance of an incentive program, in a form approved by the Library's Special Counsel, which will offer payment of an amount equal to six months' salary to any manager with more than 30 years of service who retires prior to May 31, 2016.*
2. *Such documents shall be made available to any eligible employees by April 28, 2016, and such eligible employees shall have until May 20, 2016, to elect to participate in such incentive program. Such election to participate in the incentive program shall be irrevocable.*
3. *This Resolution shall be effective immediately.*

The Resolution was passed unanimously. (RM#06-04/2016)

- Upon motion made by Ralph Sabatini and duly seconded by Joseph Reiter:

BE IT RESOLVED, *that*

The Library Director is hereby authorized to eliminate the part-time Library I and Library II positions, which are now vacant.

BE IT RESOLVED, *that*

The Library Director is hereby authorized to undertake a search for a full-time Librarian I and shall fill the position with a qualified individual subject to the approval of the Board of Trustees of the individual selected.

The Resolution was passed unanimously. (RM#07-04/2016)

VI. PUBLIC COMMENT

No public comment.

VII. ADJOURNMENT

- Upon motion made by Ralph Sabatini and duly seconded by Joseph Reiter, it was:

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed unanimously. (RM#08-04/2016)

Meeting was adjourned at 8:00 p.m.

Submitted by David Zuckerberg, Secretary
Board of Trustees
NEW CITY LIBRARY
May 3, 2016

DZ/ms

REGULAR MEETING MOTIONS

(RM#1-04/2016) Upon motion made by David Zuckerberg and duly seconded by Ralph Sabatini, it was:

RESOLVED, that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of March 17, 2016.

The Resolution was passed unanimously.

(RM#2-04/2016) Upon motion made by Joseph Reiter and duly seconded by David Zuckerberg, it was:

RESOLVED, that the Board approve Warrant #9 in the amount of \$496,475.

The Resolution was passed unanimously.

(RM#3-04/2016) Upon motion made by Ralph Sabatini and duly seconded by Joseph Reiter, it was:

RESOLVED, that the Board adopt the Travel Reimbursement Policy.

The Resolution was passed unanimously.

(RM#4-04/2016) Upon motion made by Ralph Sabatini and duly seconded by Phyllis Morena, it was:

RESOLVED, that the Library shall be closed to the public on Friday, April 29, 2016, for inventory.

The Resolution was passed unanimously.

(RM#5-04/2016) Upon motion made by Joseph Reiter and duly seconded by David Zuckerberg, it was:

RESOLVED, that the Board enter into an executive session to discuss personnel matters.

The Resolution was passed unanimously.

(RM#6-04/2016) Upon motion made by Ralph Sabatini and duly seconded by Joseph Reiter:

BE IT RESOLVED, *that*

1. *The Library Board of Trustees hereby authorizes the issuance of an incentive program, in a form approved by the Library's Special Counsel, which will offer payment of an amount equal to six months' salary to any manager with more than 30 years of service who retires prior to May 31, 2016.*
2. *Such documents shall be made available to any eligible employees by April 28, 2016, and such eligible employees shall have until May 20, 2016, to elect to participate in such incentive program. Such election to participate in the incentive program shall be irrevocable.*
3. *This Resolution shall be effective immediately.*

The Resolution was passed unanimously.

(RM#7-04/2016) Upon motion made by Ralph Sabatini and duly seconded by Joseph Reiter:

BE IT RESOLVED, *that*

The Library Director is hereby authorized to eliminate the part-time Library I and Library II positions, which are now vacant.

BE IT RESOLVED, *that*

The Library Director is hereby authorized to undertake a search for a full-time Librarian I and shall fill the position with a qualified individual subject to the approval of the Board of Trustees of the individual selected.

The Resolution was passed unanimously.

(RM#8-04/2016) Upon motion made by Ralph Sabatini and duly seconded by Joseph Reiter:

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed unanimously.