



(APPROVED 11/16/17)
**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY**
October 19, 2017

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

ABSENT: Phyllis Morena, Trustee
Jeffrey Sasson, Trustee

STAFF: Marianne Silver, Director
Shibu Abraham, Finance/Facilities Manager
Kelly Corrado, Administrative Assistant

GUESTS: • Kathy Bachor
 Children's Librarian for the "1,000 Books Before Kindergarten" program
 • Award winners for the "1,000 Books Before Kindergarten" program

I. INTRODUCTORY

a. Meeting Called to Order:

The meeting was called to order at 7:02 p.m.

The *Pledge of Allegiance* was recited.

b. 1,000 Books Before Kindergarten Reading Program:

Children's Librarian Kathy Bachor once again presented *Certificates of Achievement* to several young patrons, who just recently completed the *1,000 Books Before Kindergarten* reading program, which encourages children, along with their parents, to read for early literacy.

Bachor reported that since the program began in January 2016, thirty-two children finished the program and eighty-four children are still going strong. Thus far, 58,200 books have been read.

Marianne Silver thanked Mrs. B, the children, and their families for participating in the program. Silver commented that the children bring energy and fun to the staff's work and that it is projects like the *1,000 Books Before Kindergarten* which build the family unit and help to build the community. The audience applauded the children and Bachor.

c. Public Comments:

No public comments were offered.

II. REVIEW OF THE MINUTES OF THE PREVIOUS MEETING

Secretary David Zuckerberg presented the proposed *Minutes of the Regular Meeting of the Board of Trustees of September 19, 2017*, for acceptance.

- Upon motion made by Ralph Sabatini and duly seconded by Agin Antony, it was:

RESOLVED, *that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of September 19, 2017.*

The Resolution was passed by all those present (Phyllis Morena and Jeffrey Sasson absent; Anthony Feliciano abstained due to his absence from the previous meeting). (RM#1-10/2017)

III. REPORTS

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

i. Financial Report of September 30, 2017, and Warrant #3:

Ralph Sabatini reported that *Warrant #3* came in under budget.

Sabatini presented the *Financial Report of September 30, 2017*, and *Warrant #3* for approval.

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

RESOLVED, *that the Board approve Warrant #3 in the amount of \$376,152.*

The Resolution was passed by all those present (Phyllis Morena and Jeffrey Sasson absent). (RM#2-10/2017)

ii. Personnel:

Sabatini referred to Marianne Silver for personnel matters. Silver presented to the Board for approval the appointment of Joseph Barbieri to the position of *Librarian I Adult Services (Full-time)*.

- Upon motion made by Ralph Sabatini and duly seconded by Anthony Feliciano, it was:

RESOLVED, *that the Board approve the appointment of Joseph Barbieri to the position of Librarian I Adult Services (Full-time)*.

The Resolution was passed by all those present (Phyllis Morena and Jeffrey Sasson absent). (RM#3-10/2017)

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

i. Redesign Project:

In the absence of Jeffrey Sasson, Marianne Silver reported that she received a completed *Request for Proposal (RFP)* from architect Donald Mac Donald.

Silver stated that she currently has the names of several architectural firms, which were recommended to her by local library directors, who have also completed work on redesign/renovation projects for their libraries. Silver further stated that posting the *RFP* on the *North American Procurement Council's* web site, may draw architectural firms from around the Nation and widen the field of design possibilities for the Library.

ii. Library Entrance Steps:

Shibu Abraham, *Facilities Manager*, reported that the steps at the entrance to the Library need repair—one of the stones loosened.

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

In the absence of Phyllis Morena, Robert Axelrod described the procedure for the *2017 Absentee Ballot Application*. David Zuckerberg inquired if the process to be

used by the Library is that of the *Rockland County Board of Elections*. Sabatini responded that the process is similar, with minor differences. Axelrod clarified the process of each organization and presented the absentee ballot application process to the Board for approval.

- Upon motion made by Robert Axelrod and duly seconded by Anthony Feliciano, it was:

RESOLVED, *that the Board approve the use of the absentee ballot application process for trustee elections.*

The Resolution was passed by all those present (Phyllis Morena and Jeffrey Sasson absent). (RM#4-10/2017)

d. Ad Hoc Committees:

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

Joseph Reiter had no report this month.

ii. Patio Paver Fundraiser Project (R. Axelrod, chair):

Robert Axelrod reported that one additional paver was sold this month. To help promote sales of the pavers, Axelrod commented that he recently uploaded photos of the patio and his engraved paver to his social media.

iii. Nominating Committee (J. Reiter, chair):

Joseph Reiter reported that the *Nominating Committee* interviewed seven applicants for the upcoming *Trustee Election*. The *Committee* selected the following three candidates to run for election:

- Edward Bertolino
- Phyllis Morena (running for a second term)
- Denis O’Hanlon

- Upon motion made by Joseph Reiter and duly seconded by Anthony Feliciano, it was:

RESOLVED, *that the Board approve the recommendation of the Nominating Committee of candidates Edward Bertolino, Phyllis Morena, and Denis O’Hanlon to run for election to the Board of Trustees of New City Library.*

The Resolution was passed by all those present (Phyllis Morena and Jeffrey Sasson absent). (RM#5-10/2017)

Victor Berger stated that applicants who were not selected by the *Nominating Committee* may still run for trustee by submitting a petition for nomination as Trustee of New City Library. Marianne Silver confirmed that the petition forms are available at the Library's service desks and that the deadline to submit a petition to the *Administrative Office* is Wednesday, November 8.

e. President (V. Berger):

Victor Berger had no report this month.

f. Director (M. Silver):

Marianne Silver had no other comments to add to her *Director's Report*.

i. Friends of the Library:

Silver reported that the *Friends of the Library* group has been meeting periodically and is making steady progress. Silver stated that the *Friends* are coming up with great ideas for future fundraising and are meeting again in November.

ii. Harwood Institute: Libraries Transforming Communities:

Silver reported that she attended a two and one-half day conference sponsored by the *Harwood Institute* on the topic of "*Libraries Transforming Communities*." This transformation can be achieved by libraries having community conversations about what the community values. The concept focuses on public knowledge with community input. Silver stated that she would like to explore this concept further.

IV. UNFINISHED BUSINESS

There was no unfinished business to report.

David Zuckerberg inquired about the budget summary, which will be distributed to the public. A discussion followed regarding the combined *New City Library/West Nyack Library* budget vote and *Proposition B* on the ballot, which will be presented to the voters for capital improvements to the *West Nyack Library*. The Board

discussed methods of clarifying *Proposition B* for the patrons of New City Library. *West Nyack Library* created a pamphlet explaining *Proposition B*; Silver stated that she will obtain copies of the pamphlet to be displayed at New City Library for patrons who want further information. David Zuckerberg stated that he will contact RCLS Director Robert Hubsher regarding the possibility of moving to separate budget votes for the two libraries.

V. NEW BUSINESS

There was no new business to report.

a. Board Communications:

No board communications were received this month.

VI. PUBLIC COMMENT

Public comments were received from a patron inquiring about the following four topics:

- *Does the Board anticipate any major capital expenditures over \$10,000 in 2018?*

Marianne Silver stated that anticipated capital expenditures for 2018 will, most likely, include construction costs for the *Redesign Project*, as well as new technology purchases.

Ralph Sabatini stated that the budget should be able to cover those costs. If the cost of a large project exceeds the budget, then the Library will, most likely, apply for a loan.

- *How will patrons be informed of the absentee ballot process?*

Marianne Silver stated that information about the absentee ballot process will be included on the Library's web site, as well as publicized in the Library, in the *Quarterly Newsletter*, which is mailed to patrons, and in the *Weekly Newsletter*, which is E-Mailed to patrons who subscribe to the E-Mail list.

- *What criteria does the Nominating Committee use when selecting trustee candidates to run for election?*

Victor Berger stated that each candidate is interviewed by the *Nominating Committee*.

- *Does the Library have future plans to host a visiting author series?*

Marianne Silver stated that visiting author fees can be expensive. Silver further stated that the Library recently held an author competition, led by Veronica Reynolds, *Head of Community Relations*, in partnership with the *Library Association of Rockland County (LARC)*, which was very successful. Another competition is scheduled for this fall. Robert Axelrod commented that he could suggest a local author to participate in the competition.

VII. ADJOURNMENT

- Upon motion made by Ralph Sabatini and duly seconded by Agin Antony, it was:

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed by all those present (Phyllis Morena and Jeffrey Sasson absent). (RM#6-10/2017)

Meeting was adjourned at 7:44p.m.

Submitted by David Zuckerberg, Secretary
Board of Trustees
NEW CITY LIBRARY
November 10, 2017

DZ/kc

MOTIONS

(RM#1-10/2017) Upon motion made by Ralph Sabatini and duly seconded by Agin Antony, it was:

RESOLVED, that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of September 19, 2017.

The Resolution was passed by all those present (Phyllis Morena and Jeffrey Sasson absent; Anthony Feliciano abstained due to his absence from the previous meeting).

(RM#2-10/2017) Upon motion made by Ralph Sabatini and duly seconded by David Zuckerberg, it was:

RESOLVED, that the Board approve Warrant #3 in the amount of \$376,152.

The Resolution was passed by all those present (Phyllis Morena and Jeffrey Sasson absent).

(RM#3-10/2017) Upon motion made by Ralph Sabatini and duly seconded by Anthony Feliciano, it was:

RESOLVED, that the Board approve the appointment of Joseph Barbieri to the position of Librarian I Adult Services (Full-time).

The Resolution was passed by all those present (Phyllis Morena and Jeffrey Sasson absent).

(RM#4-10/2017) Upon motion made by Robert Axelrod and duly seconded by Anthony Feliciano, it was:

RESOLVED, that the Board approve the use of the absentee ballot application process for trustee elections.

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RESOLVED, that the Board approve the recommendation of the Nominating Committee of candidates Edward Bertolino, Phyllis Morena, and Denis O’Hanlon to run for election to the Board of Trustees of New City Library.

The Resolution was passed by all those present (Phyllis Morena and Jeffrey Sasson absent).

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RESOLVED, that the Board adjourn the meeting.

The Resolution was passed by all those present (Phyllis Morena and Jeffrey Sasson absent).