



PRESENT: Victor Berger, President
David Zuckerberg, Vice-President
Robert Axelrod, Secretary
Ralph Sabatini, Treasurer
Agin Antony, Trustee
Edward Bertolino, Trustee
Phyllis Morena, Trustee
Denis O'Hanlon, Trustee
Jeffrey Sasson, Trustee

ABSENT: None

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

GUESTS: Robert Hubsher, RCLS Executive Director

I. INTRODUCTORY

a. Meeting Called to Order:

The meeting was called to order at 7:06 p.m.

The *Pledge of Allegiance* was recited.

b. Public Comments:

No public comments were offered.

c. Guest: Robert Hubsher:

President Berger welcomed Robert Hubsher, *Executive Director of the Ramapo Catskill Library System (RCLS)*, who was invited by the Board to discuss the possible severing of the combined annual budget vote for New City and West Nyack Libraries.

Berger offered reasons why the Board was seeking the matter. Hubsher explained several reasons why it may not be possible, or beneficial, for New City Library to continue with the matter.

A lengthy discussion followed. Hubsher distributed *Rockland County Library Service Area* maps to the Trustees.

After Hubsher’s explanation, it became apparent to the Board that pursuing the matter would not be in the best interests of New City Library.

Before departing, Hubsher encouraged the Trustees to attend *Advocacy Day* and also offered a brief explanation of *Net Neutrality*.

President Berger thanked Hubsher for his time.

II. REVIEW OF THE MINUTES OF THE PREVIOUS MEETING

Ralph Sabatini stated that his name was omitted from January’s Board attendance on the *Minutes*. Secretary Robert Axelrod presented to the Board for acceptance the proposed *Minutes of the Regular Meeting of the Board of Trustees of January 18, 2018*, as amended to include Sabatini in the attendance.

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

RESOLVED, *that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of January 18, 2018, as amended.*

The Resolution was passed by unanimously. (RM#1-02/2018)

III. REPORTS

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

i. Financial Report of January 31, 2018, and Warrant #7:

Ralph Sabatini reported that *Warrant #7* is down from the prior month, which was elevated due to additional personnel expenses, and that this month’s Warrant is closer to normal for the Library.

Sabatini presented to the Board for approval the *Financial Report of January 31, 2018*, and *Warrant #7*.

- Upon motion made by Ralph Sabatini and duly seconded by Agin Antony, it was:
RESOLVED, *that the Board approve Warrant #7 in the amount of \$341,110.*

The Resolution was passed unanimously. (RM#2-02/2018)

ii. Personnel:

Sabatini stated that the Board will discuss a personnel matter in *Executive Session*.

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

i. Redesign Project:

Jeffrey Sasson reported that on February 13, 2018, he met with Agin Antony, Victor Berger, Ralph Sabatini, Marianne Gallagher, and Shibu Abraham to interview the last remaining architectural firm, which was one of five firms selected by the *Committee* for further review of their proposals for a *Master Plan*.

Sasson further reported that on February 14, the *Committee* re-convened, along with Ed Bertolino and architect Donald Mac Donald, to review the presentations and to make a final selection to present to the Board. Sasson stated that the five firms interviewed were all fully capable.

The *Committee* selected *VMDO Architects* for the *Master Plan* and presented the firm to the Board for approval.

Victor Berger stated that any approval from the Board is subject to negotiation with *VMDO*. Ralph Sabatini stated that *VMDO* was not the most expensive proposal submitted.

- Upon motion made by Ralph Sabatini and duly seconded by Robert Axelrod, it was:

RESOLVED, *that the Board approve the expenditure for the Master Plan of \$75,000, subject to the necessary documentation and final agreement.*

The Resolution was passed unanimously. (RM#3-02/2018)

Marianne Gallagher stated that although *VMDO* is located in Virginia, the lead architect was raised in New City and has fond memories of the Library.

Sasson requested that Gallagher contact the firms which were not selected to inform those firms of the decision, as well as contact the firm who placed second to inform that firm, that for any reason, if the chosen firm withdraws, the second firm would be hired, if they desired.

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

Phyllis Morena reported that the Library would like to host a week-long amnesty period during *National Library Week* in April, which would allow the Library to forgive overdue fines or lost fees associated with New City Library materials. Certain rules will apply, as is indicated in the below *Resolution*.

A short discussion followed regarding what publicity methods will be utilized to alert patrons about *Amnesty Week*. Marianne Gallagher stated that the information will be in the *Quarterly Newsletter*, as well as on the new web site, which will debut shortly. Agin Antony suggested that the Library specify that lost materials must be presented in order for fines to be waived for lost items.

Morena presented to the Board for approval *Amnesty Week*.

- Upon motion made by Ralph Sabatini and duly seconded by Jeffrey Sasson, it was:

RESOLVED, that the Board authorize the Library, during the week of Monday, April 9, through Sunday, April 15, 2018, to forgive overdue fines or lost fees associated with New City Library materials provided such materials are returned in-person by New City Library cardholders presenting their library card or photo identification.

The Resolution was passed unanimously. (RM#4-02/2018)

d. Ad Hoc Committees:

i. Legal Affairs of the New City Library (R. Axelrod, Chair):

Robert Axelrod stated that legal matters will be discussed in *Executive Session*.

Victor Berger commented that Axelrod will be busy with legal matters due to the contracts with *VDMO* for the *Master Plan*.

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

Robert Axelrod reported that no additional pavers were sold this month; however, new publicity for the *Project* was recently created by Karen Vetrano of *Community Relations* and posted throughout the Library. Axelrod was pleased to see new promotional materials advertising the *Project*. Axelrod also noted that a sample engraved paver has been placed at the *Front Desk* for viewing.

iii. Nominating Committee (P. Morena, Chair):

Ralph Sabatini inquired if the *Nominating Committee* can be removed from the *Agenda* each month until the *Nominating Committee* becomes active again. The *Nominating Committee* currently remains on the *Agenda* since it is a standing committee. Morena will offer reports when the trustee election process begins later in the year.

Morena reported that the *Bylaws* may need revision in the near future.

e. President (V. Berger):

Victor Berger had no report this month.

i. Read Aloud Day:

Victor Berger invited Robert Axelrod to represent the Board and the Library at *Read Aloud Day* at Laurel Plains Elementary School on March 16. Axelrod accepted Berger's invitation and stated that he was honored to be invited again this year since he greatly enjoyed participating last year.

f. Director (M. Gallagher):

Marianne Gallagher had no other comments to add to her *Director's Report*; however, Gallagher encouraged the Trustees to view the Library's new web site.

IV. UNFINISHED BUSINESS

There was no unfinished business to report.

V. NEW BUSINESS

a. New York State Annual Report 2017:

Ralph Sabatini reported that the *New York State Annual Report 2017* has been completed and submitted. Marianne Gallagher clarified that statistics on programming, library usage, staffing, and outside organization usage, to name just a few categories, are included in the *Report*, as well as financials.

Sabatini presented the *Report* to the Board for approval.

- Upon motion made by Ralph Sabatini and duly seconded by Robert Axelrod, it was:

RESOLVED, that the Board give its assurance that the Library operated under its plan of service in accordance with the provisions of Education law and the Regulations of the Commissioner, that the 2017 Annual Report was reviewed and presented to the Board for acceptance, and that the Board approved submission of the Annual Report 2017 to the State.

The Resolution was passed unanimously. (RM#5-02/2018)

b. Board Communications:

i. Communication Between New City and West Nyack Libraries Boards:

Robert Axelrod reported that he contacted Lorette Adams, a member of the Board of Trustees of West Nyack Library, to accept the Board's invitation to meet informally over breakfast or lunch with New City Library's Board of Trustees to discuss common issues involving both institutions.

Victor Berger requested Axelrod to request Marianne Gallagher contact the Director at West Nyack Library to arrange a meeting of the Boards at a mutual time and place.

Phyllis Morena suggested that Axelrod request that West Nyack Library Board develop an *Agenda* for the gathering.

VI. PUBLIC COMMENT

There were no public comments offered.

VII. EXECUTIVE SESSION

- Upon motion made by Victor Berger and duly seconded by Ralph Sabatini, it was:

RESOLVED, that the Board enter into an Executive Session to discuss a legal matter and a personnel matter.

The Resolution was passed unanimously. (RM#6-02/2018)

The Board entered into *Executive Session* at 8:20 p.m.

- Upon motion made by Ralph Sabatini and duly seconded by Denis O’Hanlon, it was:

RESOLVED, that the Board resume the Regular Meeting.

The Resolution was passed unanimously. (RM#7-02/2018)

The Board resumed the regular meeting at 8:43 p.m.

VIII. ADJOURNMENT

- Upon motion made by Ralph Sabatini and duly seconded by Robert Axelrod, it was:

RESOLVED, that the Board adjourn the meeting.

The Resolution was passed unanimously. (RM#8-02/2018)

Meeting was adjourned at 8:45 p.m.

Submitted by Robert Axelrod, Secretary
Board of Trustees
NEW CITY LIBRARY
March 8, 2018

RA/kc

MOTIONS

(RM#1-02/2018) Upon motion made by Ralph Sabatini and duly seconded by David Zuckerberg, it was:

RESOLVED, that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of January 18, 2018, as amended.

The Resolution was passed by unanimously.

(RM#2-02/2018) Upon motion made by Ralph Sabatini and duly seconded by Agin Antony, it was:

RESOLVED, that the Board approve Warrant #7 in the amount of \$341,110.

The Resolution was passed unanimously.

(RM#3-02/2018) Upon motion made by Ralph Sabatini and duly seconded by Robert Axelrod, it was:

RESOLVED, that the Board approve the expenditure for the Master Plan of \$75,000, subject to the necessary documentation and final agreement.

The Resolution was passed unanimously.

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The Resolution was passed unanimously.

(RM#7-02/2018) Upon motion made by Ralph Sabatini and duly seconded by Denis O’Hanlon, it was:

RESOLVED, that the Board resume the Regular Meeting.

The Resolution was passed unanimously.

(RM#8-02/2018) Upon motion made by Ralph Sabatini and duly seconded by Robert Axelrod, it was:

RESOLVED, that the Board adjourn the meeting.

The Resolution was passed unanimously.