



(APPROVED 05/16/19)
MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY
April 18, 2019

PRESENT: Victor Berger, President
Ralph Sabatini, Vice-President
Denis O’Hanlon, Treasurer
Robert Axelrod, Secretary

Agin Antony, Trustee
Edward Bertolino, Trustee
Phyllis Morena, Trustee
David Zuckerberg, Trustee

ABSENT: Jeffrey Sasson, Trustee

STAFF: Marianne Gallagher, Director
Shibu Abraham, Facilities & Finance Manager
Kelly Corrado, Administrative Assistant

GUESTS: None

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. Public Comment:

No public comments were offered.

II. REVIEW OF THE MINUTES OF THE PREVIOUS MEETING

Zuckerberg stated that he discovered an error in the *Minutes*, which omitted Antony’s attendance at the meeting.

Secretary Axelrod presented to the Board for acceptance the proposed *Minutes of the Regular Meeting of the Board of Trustees of March 21, 2019*, as amended, to include Antony’s attendance.

- Upon motion made by Axelrod and duly seconded by Zuckerberg, it was: RESOLVED, *that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of March 21, 2019, as amended.*

The Resolution was passed by all those present (Sasson absent). (RM#1-04/2019)

III. REPORTS

a. Personnel and Finance Committee (O’Hanlon, Chair):

i. Financial Report of March 31, 2019, and Warrant #9:

O’Hanlon reported that the amount is slightly lower this month due to some invoices arriving late, which were not included in the *Financial Report*. O’Hanlon further reported that the Library continues to remain under budget.

O’Hanlon presented to the Board for approval the *Financial Report of March 31, 2019, and Warrant #9*.

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

RESOLVED, *that the Board approve Warrant #9 in the amount of \$242,661.* The Resolution was passed by all those present (Sasson absent). (RM#2-04/2019)

ii. Personnel:

O’Hanlon had nothing to report.

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

i. Redesign Project:

Due to Sasson’s absence, Gallagher reported that the *Committee* met with architect Donald MacDonald, whom the Library will hire as a consultant. Gallagher stated that the Library will be seeking two other bids to provide a survey and site plan of the existing building, which will be used to start the Clarkstown permitting process.

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

i. Fine-Free Policy:

Morena reported that the *Committee* met to discuss offering the patrons no fines for overdue library materials, with the exception of new materials, equipment, and video games. Gallagher offered an explanation of the fine-free trial period in which several of the member libraries of the *Ramapo Catskill Library System (RCLS)* participated. A short discussion followed.

Morena presented to the Board for approval the *Fine-Free Policy*.

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

RESOLVED, *that the Board adopt the Fine-Free Policy.*

The Resolution was passed by all those present (Sasson absent). (RM#3-04/2019)

ii. New Smoking Restrictions:

Morena reported that *New York State* had recently approved an increase in the distance from entrances for smokers from 50’ to 100’ and that the *Patron Code of Conduct* will need to be amended to reflect the new law, which will take effect this June.

Axelrod suggested creating a completely smoke-free environment at the Library. A short discussion followed.

- Upon motion made by Axelrod and duly seconded by Zuckerberg, it was:

RESOLVED, *that the Board adopt a smoke-free environment.*

The Resolution was defeated with three in favor and four against (Sasson absent). (RM#4-04/2019)

After a short discussion followed, Morena presented to the Board for approval the amended *Patron Code of Conduct Policy*, which reflects the new restrictions of 100’.

- Upon motion made by Sabatini and duly seconded by Bertolino, it was:

RESOLVED, that the Board amend the Patron Code of Conduct to reflect the 100' distance from entrances for smokers.

The Resolution was passed by all those present (Sasson absent). (RM#5-04/2019)

d. Legal Affairs Committee (Antony, Chair):

Antony had nothing to report.

e. Negotiation Committee (Berger, Chair):

Berger reported that the *Negotiation Committee* will have their first meeting with the *Staff Association* on April 23 regarding contract negotiations.

f. President (Berger):

Berger had nothing to report.

g. Director (Gallagher):

Gallagher referred to her *Director's Report*.

i. Quarterly Staff Meeting:

Gallagher reported that the next *Quarterly Staff Meeting* will be held on April 26 and that Veronica Reynolds has created a *Sexual Harassment Prevention Training* presentation for the staff, which will be shown during the meeting. Gallagher invited the *Trustees* to attend and reminded them that the training is a requirement, which must be completed by October 2019, and will be conducted annually thereafter.

ii. Redesign Project:

Gallagher reported that she met with Stephen Hofer, *Fiscal Officer* of the *Ramapo Catskill Library System (RCLS)*, to discuss financing options for the *Redesign Project*. Gallagher suggested that the Board invite Hofer as a guest to attend the May Board meeting.

iii. Ramapo Catskill Library System (RCLS) Workshops:

Gallagher reminded the Board of the dates of the upcoming following *Ramapo Catskill Library System (RCLS)* workshops for trustees and directors:

- *Intermediate Trustee Education (April 23)*
- *Sexual Harassment Prevention Training (May 21)*

IV. UNFINISHED BUSINESS

i. Patio Paver Project (Axelrod, Chair):

Axelrod reported that one additional paver was sold this month.

V. NEW BUSINESS

a. Board Communications (Axelrod, Secretary):

Axelrod had nothing to report.

VI. PUBLIC COMMENT

The following public comments were received:

- A patron suggested the following:
 - *That the Library offers the opportunity for patrons to reserve a Librarian.**
**(The Library currently offers a “Book-A-Librarian” option for patrons).*
 - *That the Library offers museum passes to additional museums, such as the Dia Art Museum in Beacon, the Historical Society of Rockland County, the Hudson River Museum, and the Frick Museum.**
**(The Library currently offers the opportunity for patrons to check out museum passes to the Frick Museum, as well as several other museums).*
 - *That the Library offers defensive driving classes.**
**(The Library currently offers defensive driving classes four times a year).*
 - *That the Library offers opportunities for volunteers to assist with checking inventory of library materials, as well as checking the accuracy of re-shelved books.**

- A patron inquired about the following:
 - *What is the purpose of the Fiscal Year 2018 Unrestricted General Fund in the amount of \$2.6 million?**
 - *What is the purpose of the Fiscal Year 2018 Unrestricted Capital Equipment Fund in the amount of \$3.7 million?**
**(The above two inquiries were addressed by the appropriate staff member).*

President Berger thanked the patron for his comments.

VII. ADJOURNMENT

- Upon motion made by Sabatini and duly seconded by Axelrod, it was:
RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed by all those present (Sasson absent). (RM#6-04/2019)

Meeting was adjourned at 7:31 p.m.

Submitted by Robert Axelrod, Secretary
Board of Trustees
NEW CITY LIBRARY
April 23, 2019

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