



July 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
Jeffrey Sasson, Trustee

ABSENT: Shibu Abraham, Facilities and Finance Manager
David Zuckerberg, Trustee

STAFF: Marianne Gallagher, Director
Kelly Corrado, Administrative Assistant

GUESTS: None

I. INTRODUCTORY

a. Meeting Called to Order:

The meeting was called to order at 7:03 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

Sabatini stated that he discovered an error in the *Minutes*, which omitted the word "in" in the sentence under *Section III(a)(i)*. The corrected sentence has been amended to read as follows: *O'Hanlon reported that the finances are typical as **in** previous months and that the Library continues to remain under budget.*

Due to Secretary Axelrod's absence at the previous meeting, President Berger presented to the Board for acceptance the proposed *Minutes of the Regular Meeting of the Board of Trustees of June 20, 2019*, as amended.

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

RESOLVED, that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of June 20, 2019.

The Resolution was passed by all those present (Zuckerberg, absent; Axelrod and Morena abstained due to their absence at the previous meeting). (RM#1-07/2019)

III. REPORTS

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

i. Financial Report of June 30, 2019, and Warrant #12:

O’Hanlon reported that the fiscal year had ended and that the Library’s finances are typical as in previous months and that the Library continues to remain under budget.

O’Hanlon presented to the Board for approval the *Financial Report of June 30, 2019, and Warrant #12*.

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

RESOLVED, that the Board approve Warrant #12 in the amount of \$238,619.

The Resolution was passed by all those present (Zuckerberg, absent). (RM#2-07/2019)

ii. FY2019 Budget:

O’Hanlon reported that the *FY2019 Budget* does not need adjusting.

iii. Personnel:

O’Hanlon presented to the Board for approval the appointment of *Luchrist Suprice* to the position of *Library Assistant I – Full Time* in the *Support Services Department*.

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

RESOLVED, that the Board appoint Luchrist Suprice to the position of Library Assistant I – Full Time in the Support Services Department.

The Resolution was passed by all those present (Zuckerberg, absent). (RM#3-07/2019)

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

i. Redesign Project:

Sasson reported that the *Committee* did not meet. Sasson stated that the ground survey is underway and that the *Committee* is waiting for an update from Architect Donald MacDonald regarding the Request for Proposal (RFP).

ii. Lobby Carpet:

Sasson reported that the carpeting in the *Lobby* and behind the *Front Desk* is in poor condition and needs replacing. Gallagher will research pricing.

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

Morena had nothing to report.

d. Legal Affairs Committee (Antony, Chair):

Antony had nothing to report.

e. Negotiation Committee (Berger, Chair):

Berger reported that the *Negotiation Committee* had reached an agreement with the *Staff Association* and that the new *Contract* should be ready soon. Berger stated that the *Committee* worked well together and thanked Trustees Axelrod and Sabatini, as well as Director Gallagher and Finance Manager Abraham, for their assistance.

f. President (Berger):

Berger had nothing to report.

g. Director (Gallagher):

Gallagher referred to her *Director's Report*.

i. 2019 Summer Reading Program:

Gallagher reported that the *2019 Summer Reading Program* is well underway with good attendance.

ii. Radio-Frequency Identification (RFID) Tagging:

Gallagher reported that the *Radio-Frequency Identification (RFID)* tagging had started and that the staff is making good progress. The Library is looking to recruit volunteers to assist.

iii. Strategic Plan:

Gallagher reminded the Board that the *Strategic Plan* needs to be reviewed by year end.

IV. UNFINISHED BUSINESS

None.

V. NEW BUSINESS

a. Board Communications (Axelrod, Secretary):

Axelrod had nothing to report.

VI. PUBLIC COMMENT

The following public comments were received:

- A patron inquired about the resident status of Board members.

President Berger thanked the patron for her comments.

VII. ADJOURNMENT

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed by all those present (Zuckerberg, absent). (RM#4-07/2019)

Meeting was adjourned at 7:20 p.m.

Submitted by Robert Axelrod, Secretary

Board of Trustees

NEW CITY LIBRARY

July 24, 2019

RA/kc