



**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY
July 21, 2016**

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

ABSENT: Agin Antony and Jeffrey Sasson, Trustees

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

There were no public comments offered.

II. REVIEW OF MINUTES OF THE PREVIOUS MEETING

Secretary David Zuckerberg presented the proposed *Minutes of the Regular Meeting of the Board of Trustees of June 16, 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 June 16, 2016*.

The Resolution was passed by five present (Robert Axelrod and Anthony Feliciano abstained due to their absence at the June 16, 2016, meeting) (Agin Antony and Jeffrey Sasson absent). (RM#1-07/2016)

III. REPORTS

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

Ralph Sabatini reported that the Library closed the fiscal year within budget.

Financial Report for June 30 and Warrant #12:

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

RESOLVED, *that the Board approve Warrant #12 in the amount of \$395,275.*

The Resolution was passed unanimously by all those present (Agin Antony and Jeffrey Sasson absent). (RM#2-07/2016)

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

No report was offered due to Jeffrey Sasson's absence.

Victor Berger inquired if Shibu Abraham obtained estimates for the *Parking Lot Project*. Abraham reported that the parking lot can be repaved with either a 2" layer or a 4" layer. The lowest bid at \$214,000 was received from Tilcon New York, Inc., for repaving with a 4" layer. Two other bids were received at \$70,000 for half of the parking lot with a 2" layer and at \$366,000 for the entire parking lot with a 4" layer.

On behalf of the Committee, Reiter recommended that the Library approve the Tilcon bid.

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

RESOLVED, *that the Board approve the bid in the amount of \$214,000 from Tilcon New York, Inc., for the Parking Lot Project.*

The Resolution was passed unanimously by all those present (Agin Antony and Jeffrey Sasson absent). (RM#3-07/2016)

Phyllis Morena inquired about the date of the work and if it would be necessary to close the Library during repaving. Abraham stated that it is unknown at this time but can be expected to be minimal.

A discussion was held regarding adding additional funds for contingencies.

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

RESOLVED, that the Board approve a ten percent increase to the amount of the bid from Tilcon New York, Inc., for the paving of the parking lot to allow for contingencies.

The Resolution was passed unanimously by all those present (Agin Antony and Jeffrey Sasson absent). (RM#4-07/2016)

Berger reported that the Library will be selling engraved patio pavers for the *Patio Paver Fundraiser Project*. He described the Fundraiser and its parameters.

Berger appointed Joseph Reiter and Robert Axelrod to the *Patio Paver Fundraiser Project Committee*, naming Axelrod as Chairman.

Marianne Silver stated that guidelines should be established for installation, engraving, etc. Silver raised concerns regarding the possibility that some tables may cover a portion of the engraved pavers.

Berger mentioned that a receipt for tax deductions will need to be created for those purchasing a paver since donating to the Fundraiser is tax-deductible. Morena suggested that a note be on the flyer indicating that the Fundraiser is tax-deductible. A general discussion followed regarding the pavers and layout of the patio.

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

Phyllis Morena reported that two policies have been revised. A discussion followed regarding filtering. Morena presented the following two policies for adoption by the Board:

- *Closing the Library Under Adverse Conditions Policy*
- *Computer, Internet, and Wi-Fi Policy*

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

RESOLVED, that the Board adopt the *Closing the Library Under Adverse Conditions Policy*.

The Resolution was passed unanimously by all those present (Agin Antony and Jeffrey Sasson absent). (RM#5-07/2016)

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

RESOLVED, that the Board adopt the *Computer, Internet, and Wi-Fi Policy*.

The Resolution was passed unanimously by all those present (Agin Antony and Jeffrey Sasson absent). (RM#6-07/2016)

d. Ad Hoc Committees:

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

Robert Axelrod offered no report due to the inactivity of the *Friends of the Library*. Possible methods to gather support for the *Friends* were discussed.

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

Joseph Reiter reported that a personnel issue discussion would be necessary for the Board to enter into Executive Session.

e. President (V. Berger):

On behalf of the Board of Trustees, the Library Director, and the staff, Victor Berger congratulated History Librarian, Brian Jennings, for winning the RCLS “*Adult Program of the Year*” award for Jennings’ *Oral History* programming. Jennings received a check in the amount of \$500 and a recognition plaque. The competition for the Award is open to entries from RCLS’ forty-seven member libraries.

Berger commented to Jennings that the award is well-deserved and he further stated that he is very impressed with this type of program that the Library is offering to the community and that he finds it fascinating that Jennings is capturing the important oral history of Rockland County residents. Jennings was applauded by the Board and the audience.

f. Director (M. Silver):

Marianne Silver read highlights from her *Director’s Report*. Silver stated that Veronica Reynolds was recently interviewed by *The Journal News* for the Library’s *3D Printer* programming. *The Journal News* published an article describing the *3D Printer* programming. Silver also reported that Mary Phillips led a coding camp, which is popular with today’s young adults.

Silver distributed to the Board coffee mugs containing the Library’s logo. Mugs were also recently given to the Library’s many volunteers at the *Volunteer Appreciation Breakfast*.

A short discussion was held about the recent weeding of Library materials. Berger commented that 4,200 books were pulled from the shelves. Silver stated that it is a nicer browsing experience and safer now that the shelves have been weeded.

Joseph Reiter commented that the barcodes should be better located in the books since it is difficult to scan the books where the current barcodes are located. Silver stated that some of the older books have barcodes on the inside and that barcodes are now located on the outside of the back cover for ease in checking out.

IV. UNFINISHED BUSINESS

No unfinished business was reported.

V. NEW BUSINESS

a. Board Communications:

David Zuckerberg read an E-Mail from a patron who is interested in running for a trustee seat. Zuckerberg responded to the patron with an overview of the process.

- Upon motion made by Victor Berger and duly seconded by Robert Axelrod, it was:

RESOLVED, that the Board enter into Executive Session.

The Resolution was passed unanimously by all those present (Agin Antony and Jeffrey Sasson absent). (RM#7-07/2016)

The Board entered into Executive Session to discuss a personnel matter.

VI. PUBLIC COMMENT

A suggestion from an audience member was offered that the Library promote the *Friends of the Library* in the newsletter in order to spark interest.

VII. 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 by all those present (Agin Antony and Jeffrey Sasson absent). (RM#08-07/2016)

Meeting was adjourned at 7:44 p.m.

Submitted by David Zuckerberg, Secretary
Board of Trustees
NEW CITY LIBRARY
August 9, 2016

DZ/kc

MOTIONS

(RM#1-07/2016) 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 June 16, 2016.

The Resolution was passed by four present (Robert Axelrod and Anthony Feliciano abstained due to their absence at the June 16, 2016, meeting) (Agin Antony and Jeffrey Sasson absent). (RM#1-07/2016)

(RM#2-07/2016) Upon motion made by Ralph Sabatini and duly seconded by Joseph Reiter, it was:

RESOLVED, that the Board approve Warrant #12 in the amount of \$395,275.

The Resolution was passed unanimously by all those present (Agin Antony and Jeffrey Sasson absent). (RM#2-07/2016)

(RM#3-07/2016) Upon motion made by Ralph Sabatini and duly seconded by David Zuckerberg, it was:

RESOLVED, that the Board approve the bid in the amount of \$214,000 from Tilcon New York, Inc., for the Parking Lot Project.

The Resolution was passed unanimously by all those present (Agin Antony and Jeffrey Sasson absent). (RM#3-07/2016)

(RM#4-07/2016) Upon motion made by Joseph Reiter and duly seconded by Anthony Feliciano, it was:

RESOLVED, that the Board approve a ten percent increase to the amount of the bid from Tilcon New York, Inc., for the paving of the parking lot to allow for contingencies.

The Resolution was passed unanimously by all those present (Agin Antony and Jeffrey Sasson absent). (RM#4-07/2016)

(RM#5-07/2016) Upon motion made by Ralph Sabatini and duly seconded by Robert Axelrod, it was:

RESOLVED, that the Board adopt the Closing the Library Under Adverse Conditions Policy.

The Resolution was passed unanimously by all those present (Agin Antony and Jeffrey Sasson absent). (RM#5-07/2016)

(RM#6-07/2016) Upon motion made by Robert Axelrod and duly seconded by Anthony Feliciano, it was:

RESOLVED, that the Board adopt the Computer, Internet, and Wi-Fi Policy.

The Resolution was passed unanimously by all those present (Agin Antony and Jeffrey Sasson absent). (RM#6-07/2016)

(RM#7-07/2016) Upon motion made by Victor Berger and duly seconded by Robert Axelrod, it was:

RESOLVED, that the Board enter into Executive Session.

The Resolution was passed unanimously by all those present (Agin Antony and Jeffrey Sasson absent). (RM#7-07/2016)

(RM#8-07/2016) 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 by all those present (Agin Antony and Jeffrey Sasson absent). (RM#08-07/2016)