



(APPROVED 01/21/21)

**MINUTES OF THE
ANNUAL MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY**

January 16, 2020

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

ABSENT: Phyllis Morena, Trustee

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

GUESTS: Jessica Mendoza, CPA, PKF O'Connor Davies, LLP
Agin Antony
Patricia Voce

I. INTRODUCTORY

a. Meeting Called to Order:

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

The *Pledge of Allegiance* was recited.

II. REVIEW OF THE MINUTES OF THE PREVIOUS ANNUAL MEETING

Secretary Axelrod (also the *Secretary of the Board* at the *Annual Meeting of January 17, 2019*) presented to the Board for acceptance the proposed *Minutes of the Annual Meeting of the Board of Trustees of January 17, 2019*.

- Upon motion made by Axelrod and duly seconded by O'Hanlon, it was:

RESOLVED, that the Board accept the *Minutes of the Annual Meeting of the Board of Trustees of January 17, 2019*.

The Resolution was passed by all those present (Ranieri not present at the time of the vote; Morena, absent; Sasson abstained due to his absence for a majority of the time at last year's *Annual Meeting*). (AM#1-01/2020)

III. REPORTS

a. President's Report (V. Berger):

The *President's Report* was presented by President Berger, who submitted a written report for the record. Berger discussed the following highlights of 2019:

- A new *Collective Bargaining Agreement* was amicably negotiated with the *Staff Association*, with both sides working well together for a win/win situation.
- Much effort, time, and progress was made by the *Director* and the *Building and Grounds Committee* with the *Master Plan*. The Board plans to move forward with the *Redesign Project* in 2020 with great anticipation.
- The *Committees* met regularly throughout the year, which is essential in order to save valuable time at regular Board meetings by meeting in advance to discuss important topics related to each respective *Committee*.

Berger commended the cooperation of the Board members and thanked them, as well as the Director and the staff, for their hard work.

b. Director's Report (M. Gallagher):

The *Director's Report* was presented by Director Gallagher, who submitted a written report for the record. Gallagher discussed the following highlights of 2019:

- Much effort and progress was made with the *Master Plan*.
- An extensive, cooperative effort by the staff was made in order to complete the *Radio-Frequency Identification Project (RFID)* of tagging of Library materials.

Gallagher expressed her gratitude to the Board for its continued support, as well as the Library staff for their dedication. President Berger thanked the Director for her leadership.

c. Treasurer's Report (D. O'Hanlon):

The *Treasurer's Report* was presented by Treasurer O'Hanlon, who reported that the Library's finances are in good shape and that the audit went very well.

i. Annual Audit 2019:

The New City Library's *Annual Audit 2019* was presented by Jessica Mendoza, a CPA with the accounting firm *PKF O'Connor Davies, LLP*, who was the lead manager in charge of the *Audit*. Highlights of the *Audit* are as follows:

- Fieldwork was held in the fall.
- No significant deficiencies regarding internal controls were found.

Mendoza explained that the audit process is conducted in three parts—planning, fieldwork, and wrap-up. Mendoza summarized each part of the process.

President Berger thanked Mendoza and team for their efforts and expertise.

IV. UNFINISHED BUSINESS

None.

V. NEW BUSINESS

a. Exiting Trustees:

President Berger reported that *Ralph Sabatini* has now completed his term as *Trustee* and that *Former Trustee Agin Antony's* term had ended upon his resignation this past August (*Trustee Patricia Ranieri had been appointed in August to fill the remainder of Antony's term*).

On behalf of the Board, Berger presented *Sabatini* and *Antony* with *Recognition Plaques* and thanked them for their commitment and service to the Library.

Both *Sabatini* and *Antony* expressed their gratitude to the Board for the opportunity to serve the community through the Library.

b. Trustee Appointment:

Secretary Axelrod acknowledged *Sabatini's* distinguished and meritorious service to the Library, and, thus, read a *Resolution* outlining *Sabatini's* service of distinction. Axelrod presented to the Board for approval the appointment of *Sabatini* as *Trustee Emeritus* (*a copy of the Resolution presented by Axelrod is attached to these Minutes*).

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

RESOLVED, *that the Board appoint Ralph Sabatini as Trustee Emeritus.*

The Resolution was passed by all those present (Ranieri now present; Morena absent). (AM#2-01/2020)

c. Incoming Trustees:

President Berger welcomed to the Board new member *Patricia Voce, Trustee-Elect*, and congratulated *Voce* on her win.

d. Board Communications:

Secretary Axelrod reported that a patron complaint was received, which will be referred to *Committee*.

VI. PUBLIC COMMENT

No public comments were offered.

VII. ADJOURNMENT

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed by all those present (Morena, absent). (AM#3-01/2020)

Meeting was adjourned at 7:21 p.m.

Submitted by Robert Axelrod, Secretary
Board of Trustees
NEW CITY LIBRARY
January 27, 2020

RA/kc

New City Library

Resolution

Approving Appointment of Ralph Sabatini Trustee Emeritus

WHEREAS, in special recognition of distinguished service to The Board of Trustees, the New City Library of Rockland County wishes to acknowledge Ralph Sabatini, by appointing him as Trustee Emeritus; and

WHEREAS, Mr. Sabatini served as a member of the New City Board of Trustees from 2014 to 2019; and

WHEREAS, Mr. Sabatini, during his tenure as Trustee, served with distinction, as Treasurer of the Board of Trustees; and

WHEREAS, Mr. Sabatini, during his tenure on the Board of Trustees served as an invaluable leader, as Chairman of the Personnel and Finance Committee; and

WHEREAS, Mr. Sabatini, during his tenure on the Board of Trustees served as a distinguished member of the Building and Grounds Committee; and

WHEREAS, Mr. Sabatini, during his tenure on the Board of Trustees served as a prominent member of the Policy and Planning Committee; and

WHEREAS, Mr. Sabatini, during his tenure on the Board of Trustees served as a highly respected member of the Nominating Committee; and

WHEREAS, Mr. Sabatini, during his tenure on the Board of Trustees, participated as a member of the Labor Negotiating Committee on behalf of the New City Board of Trustees, and subsequently accomplished the settlement of two consecutive union contracts, with fairness and satisfaction from both the members of the Union and Board of Trustees; and

WHEREAS, Mr. Sabatini has consistently demonstrated leadership, mentorship, friendship, and passion for the Library and dedication to its employees and patrons;

NOW, THEREFORE, BE IT RESOLVED by The New City Board of Trustees of Rockland County that it approves the appointment of Ralph Sabatini, as Trustee Emeritus at the New City Library.

BE IT FURTHER RESOLVED that Mr. Sabatini, in his role as Trustee Emeritus, be asked to serve as an advisor to the Board in a capacity to be determined by the Board.

BE IT FURTHER RESOLVED that this Board herein extends its deepest appreciation to Mr. Sabatini for his dedication and service to The New City Library, and to the people of Rockland County.