



(APPROVED 03/18/21)
MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY
February 18, 2021
(Via Zoom Video Conferencing)

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

Lisa Coughlin, Trustee
Phyllis Morena, Trustee
Patricia Ranieri, Trustee
Jeffrey Sasson, Trustee
Patricia Voce, Trustee

ABSENT: Ralph Sabatini, Trustee Emeritus

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 7:02p.m.

The *Pledge of Allegiance* was recited.

II. REVIEW OF THE MINUTES OF THE PREVIOUS MEETING

Vice-President Zuckerberg discovered the following error in the previous *Minutes*:

The election of Denis O’Hanlon as Treasurer was omitted on page 2 under Section I(c): Election of Officers. The section was amended to include after the motion of the election of Vice-President the following motion:

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

RESOLVED, that Denis O’Hanlon serve as Treasurer of the Board of Trustees.

The Resolution was passed unanimously. (RM#4-01/2021)

Due to the amendment above, the following Minutes also reflected corrections to the following motions' identification numbers, which followed Motion Number 4 above:

- *(RM#04-01/2021) should now read as (RM#05-01/2021)*
- *(RM#05-01/2021) should now read as (RM#06-01/2021)*
- *(RM#06-01/2021) should now read as (RM#07-01/2021)*
- *(RM#07-01/2021) should now read as (RM#08-01/2021)*
- *(RM#08-01/2021) should now read as (RM#09-01/2021)*
- *(RM#09-01/2021) should now read as (RM#10-01/2021)*
- *(RM#10-01/2021) should now read as (RM#11-01/2021)*
- *(RM#11-01/2021) should now read as (RM#12-01/2021)*

Secretary Axelrod, therefore, presented to the Board for acceptance the proposed *Minutes of the Regular Meeting of the Board of Trustees of January 21, 2021*, as amended.

- 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 January 21, 2021, as amended.

The Resolution was passed unanimously. (RM#1-02/2021)

III. REPORTS

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

i. Financial Report of January 31, 2021, and Warrant #7:

Treasurer O'Hanlon reported that the Library's finances are below budget.

O'Hanlon presented to the Board for approval the *Financial Report of January 31, 2021, and Warrant #7*.

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

RESOLVED, that the Board approve Warrant #7 in the amount of \$282,421.

The Resolution was passed unanimously. (RM#2-02/2021)

ii. Personnel:

O’Hanlon had nothing to report.

iii. New York State Annual Report 2020:

Director Gallagher reported that the *New York State Annual Report 2020* is currently a work in progress and will be presented to the Board at the March Board meeting. The deadline to submit the *Report* is February 22.

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

Sasson had nothing to report.

i. Redesign Project:

Director Gallagher reported that design review sessions are held on the first and third Thursdays monthly. Activity for the *Redesign Project* has greatly picked up with the architects and engineers visiting the building conducting on-site reviews of the systems, etc. Gallagher expects that progress will speed up now that the contracts have been signed with the architect and (eventually) with the construction management firm.

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

i. COVID-19 Paid Sick Leave:

Morena reported that a proposed resolution had been drafted regarding *COVID-19 Paid Sick Leave* for the staff, which provides up to seven days’ paid sick leave for three occurrences. Vice-President Zuckerberg clarified that the leave is for **each of** three occurrences. Morena presented to the Board for approval the proposed resolution as amended.

- Upon motion made by Morena and duly seconded by Sasson, it was:

RESOLVED, *that, in accordance with New York State COVID-19 Paid Sick Leave law, the Board approve up to seven days’ paid sick leave for each of three occurrences in the event an employee must quarantine or isolate due to COVID-19.*

The Resolution was passed unanimously. (RM#3-02/2021)

d. Legal Affairs Committee (Axelrod, Chair):

Axelrod had nothing to report.

e. Ad Hoc Committees:

i. Nominating Committee Report (Sasson, Chair):

Sasson will offer reports when the *Trustee Election* process begins later in the year.

ii. Negotiating Committee Report (Sasson, Chair):

Sasson had nothing to report.

iii. Patio Paver Project Committee Report (Axelrod, Chair):

Axelrod was pleased to report that one additional paver had been sold this past month bringing the total to 65 pavers sold and \$14,000 raised (before inscription expenses), thus far.

f. President's Report (Berger):

President Berger had nothing to report. However, President Berger encouraged the *Committees* to meet often.

In addition, President Berger expressed his deep appreciation and gratitude to the management and staff that the Library has continued to function and offer valuable service to the community during the *COVID-19 Pandemic*.

g. Director's Report (Gallagher):

Gallagher referred to her written *Director's Report*. In addition to her written report, Director Gallagher reported on the following:

i. Direct Access:

Gallagher reported that matters relating to *Direct Access* with a member library need to be addressed. Gallagher explained *Direct Access* to the Board. Gallagher will seek input from the *Ramapo Catskill Library System (RCLS)* in order to formulate a plan of action for the Board. A discussion followed.

ii. Advocacy Day:

Director Gallagher reported that *Trustee Coughlin* had participated in meetings in preparation for *Advocacy Day*, which will be held virtually due to the *COVID-19 Pandemic*. *Coughlin* reported that she learned some valuable tips for trustees and would share what she had learned with the Board.

IV. UNFINISHED BUSINESS

i. Curbside Delivery:

Trustee Morena expressed her appreciation of the staff and the convenience of *Curbside Delivery* when she recently visited the Library to pick up materials. Director Gallagher commented that the option of *Curbside Delivery* will remain available to the patrons going forward.

V. NEW BUSINESS

a. Board Communications (Axelrod, Secretary):

Axelrod had nothing to report.

VI. PUBLIC COMMENT

No public comments were offered.

VII. ADJOURNMENT

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed unanimously. (RM#4-02/2021)

Meeting was adjourned at 7:40 p.m.

Submitted by Robert Axelrod, Secretary
Board of Trustees
NEW CITY LIBRARY
February 23, 2021

RA/kc