



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

GUEST: Martha Anderson, Trustee, RCLS Board of Trustees

I. INTRODUCTORY

a. Meeting Called to Order:

The meeting was called to order at 7:01 p.m.

The *Pledge of Allegiance* was recited.

b. Public Comment:

No public comments were offered.

c. Guest: Martha Anderson:

President Berger welcomed Martha Anderson, *Trustee of the Ramapo Catskill Library System Board of Trustees*, who was invited by Berger to join the Board at a monthly meeting.

Anderson discussed the importance of libraries and how libraries can best serve their communities, as well as other important topics/concerns, such as the upcoming trustee and sexual harassment prevention training opportunities, *Census*

2020, and New York Library Association’s Advocacy Day. In addition, Anderson distributed promotional materials to each *Trustee*.

Anderson congratulated Gallagher on her recent appointment as *Chair* of the *RCLS Director’s Association*.

Anderson thanked the Library for hosting the *AARP Tax Aide* program, which is a worthwhile program and is vital to the community.

On behalf of the Board, Berger thanked Anderson for her presentation.

II. REVIEW OF THE MINUTES OF THE PREVIOUS MEETING

Secretary Axelrod presented to the Board for acceptance the proposed *Minutes of the Regular Meeting of the Board of Trustees of January 17, 2019*.

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

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

The Resolution was passed by all those present (Sasson absent, Antony abstained due to his absence at the previous Board meeting). (RM#1-02/2019)

III. REPORTS

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

- i. Financial Report of January 31, 2019, and Warrant #7:

Sabatini discovered an error on the *Agenda* and clarified that the correct date of the financial report is January 31, 2019, and that the correct number of the warrant is #7. Both were both listed incorrectly on the *Agenda*.

O’Hanlon reported that the Library’s finances are in normal range and remain under budget.

O’Hanlon presented to the Board for approval the *Financial Report of January 31, 2019, and Warrant #7*.

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

RESOLVED, *that the Board approve Warrant #7 in the amount of \$307,992. The Resolution was passed by all those present (Sasson absent). (RM#2-02/2019)*

ii. Personnel:

O’Hanlon had nothing to report.

iii. New York State Deferred Compensation 457(b) Plan:

O’Hanlon referred to Sabatini who reported that the Library is considering offering the employees the opportunity to enroll in the *New York State Deferred Compensation 457(b) Plan*, which is an employee-contributed savings plan. The Board agreed to discuss the topic at the next Board meeting since administering the *Plan* will need Board approval.

iv. New York State Annual Report 2018:

O’Hanlon referred to Sabatini who reported that the *New York State Annual Report 2018* has been completed and submitted. Sabatini presented to the Board for approval the *New York State Annual Report 2018*.

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

RESOLVED, *that the Board give its assurance that the Library operated under its plan of service in accordance with the provisions of Education law and the Regulations of the Commissioner, that the 2018 Annual Report was reviewed and presented to the Board for acceptance, and that the Board approved submission of the Annual Report 2018 to the State.*

The Resolution was passed by all those present (Sasson absent). (RM#3-02/2019)

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

i. Redesign Project:

In the absence of Sasson, Gallagher reported that the Library retrieved from the Town microfilms of the 1987 surveys, which were forwarded to the

surveyor for review. Bertolino reported that the surveyor will review the surveys and deliver a proposal to create new site plans.

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

Morena had nothing to report.

d. Legal Affairs Committee (Axelrod, Chair):

Axelrod had nothing to report.

e. Negotiation Committee (Berger, Chair):

Berger reported that negotiations will begin soon.

f. President (Berger):

Berger had nothing to report.

g. Director (Gallagher):

Gallagher referred to her *Director's Report*.

i. Television Production Company to Utilize Lower Parking Lot:

Gallagher reported that she received a request from a television production company for the Library's permission to utilize the lower parking lot on February 27 in order to park the film crew's vehicles for the day. A donation will be made from the company.

ii. Fine-Free Program:

Gallagher reported that several of the *RCLS* libraries are testing fine-free programs. Gallagher suggested that the Board re-consider offering the program to the community as a goodwill gesture. A short discussion followed.

iii. Chromebooks:

Gallagher reported that the Library has six *Chromebooks* available for in-library use, one or two of which may be made available for checkout. The

Chromebooks are stored on a charging cart at the *Front Desk*. A short discussion followed.

iv. Ramapo Catskill Library System (RCLS) Workshops:

Gallagher stated that the *Ramapo Catskill Library System (RCLS)* is offering several workshops for trustees and directors: *Basic Trustee Education* (April 10), *Intermediate Trustee Education* (April 23), and *Sexual Harassment Prevention Training* (May 21). Gallagher encouraged the *Trustees* to participate in these informative workshops.

IV. UNFINISHED BUSINESS

None.

V. NEW BUSINESS

a. Board Communications:

i. Read Aloud Day:

Axelrod reported that he will be representing the Board once again during *Read Aloud Day* at *Laurel Plains Elementary School* in March. Axelrod stated that he is honored to be invited for the third year to read to the students.

b. Book Recommendation:

Sabatini highly recommended *The Library Book* by Susan Orlean.

VI. PUBLIC COMMENT

The following public comments were received:

- The patron suggested the following:
 - That a *Senior Resource Center* be created at the Library, which could provide books, literature, etc., specifically for senior citizens in one convenient location.

VII. ADJOURNMENT

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed by all those present (Sasson absent). (RM#4-02/2019)

Meeting was adjourned at 7:54 p.m.

Submitted by Robert Axelrod, Secretary
Board of Trustees
NEW CITY LIBRARY
March 6, 2019

RA/kc