



(APPROVED 03/17/22)

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

February 24, 2022 (*Postponed from 02/17/22*)

(6:30 p.m.)

(New City Library Express, 198 S. Main St., New City, NY)

PRESENT: Victor Berger, President
David Zuckerberg, Vice-President
Denis O’Hanlon, Treasurer (*via Zoom*)
Robert Axelrod, Associate Treasurer
Lisa Coughlin, Secretary (*via Zoom*)
Phyllis Morena, Trustee
Patricia Ranieri, Trustee
Jeffrey Sasson, Trustee
Patricia Voce, Trustee

ABSENT: Kelly Corrado, Administrative Assistant

STAFF: Marianne Gallagher, Director
Shibu Abraham, Facilities and Finance Manager

GUESTS: None

I. INTRODUCTORY

a. Meeting Called to Order:

The meeting was called to order at 6:31 p.m.

The Pledge of Allegiance was not recited due to the lack of the presence of the Flag of the United States of America.

II. PUBLIC COMMENT

There were no public comments offered.

III. REVIEW OF THE MINUTES OF THE PREVIOUS MEETING

Secretary Coughlin presented to the Board for acceptance the proposed *Minutes of the Regular Meeting of the Board of Trustees of January 20, 2022.*

Zuckerberg suggested the following amendments to the *Minutes* on page 2 in the last sentence of the first paragraph under *Section I(c) Election of Officers*: replace the words “made a motion” with the word “directed” and replace the word “Board” with the word “Secretary.”

The amended section should read as follows:

Axelrod directed that one vote be cast by the Secretary in favor of Berger.

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

RESOLVED, *that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of January 20, 2022, as amended.*

The Resolution was passed unanimously. (RM#1-02/2022)

IV. REPORTS

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

- i. Financial Report of January 31, 2022, and Warrant #7:

Treasurer O’Hanlon reported that the Library’s expenditures for the month were below budget and include some minor renovation fees.

O’Hanlon presented to the Board for approval the *Financial Report of January 31, 2022, 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 \$316,315.*

The Resolution was passed unanimously. (RM#2-02/2022)

- ii. Commitment Letter:

Treasurer O’Hanlon referred to Associate Treasurer Axelrod who reported that the *Commitment Letter* from *PCSB Bank* had been received and sent to the Library’s counsel Brian Nugent for review. Nugent identified certain terms of the loan to be possibly negotiated with *PCSB Bank*.

The *Personnel and Finance Committee* met on February 2 to discuss the items noted by Nugent. A *Project Loan Negotiating Committee* was formed comprising of the following Board members:

- O’Hanlon (Chair)
- Berger
- Ranieri
- Zuckerberg

The *Project Loan Negotiating Committee* will meet on March 1 to discuss the terms of the *Commitment Letter* for possible negotiation.

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

Sasson referred to Director Gallagher who reported on the following:

i. Redesign Project: Guaranteed Maximum Price:

Gallagher reported that *Consigli Construction Company* submitted its estimate of the renovation’s *Guaranteed Maximum Price (GMP)*. President Berger will schedule a *Special Meeting* of the Board in order to review the estimate.

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

Morena had nothing to report.

c. Legal Affairs Committee (Axelrod, Chair):

Axelrod and Ranieri offered their report simultaneously with the *Personnel and Finance Committee* report regarding counsel’s review of the *Commitment Letter*.

d. President’s Report (Berger):

President Berger had nothing to report.

e. Director’s Report (Gallagher):

Gallagher did not submit a written *Director’s Report* this month; however, she reported on the following:

i. New York State Annual Report 2021:

Gallagher reported that the *New York State Annual Report 2021* is completed. Gallagher presented it to the Board for acceptance.

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

RESOLVED, that the Library operated under its plan of service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that the 2021 Annual Report was reviewed and accepted by the Board.

The Resolution was passed unanimously. (RM#3-02/2022)

ii. Advocacy Day 2022:

Gallagher reported that the *New York Library Association (NYLA)* will hold its annual *Advocacy Day* on March 2 virtually. Gallagher encouraged the *Trustees* to participate.

iii. New City Library Express:

Gallagher reported that the staff is settling in at the *New City Library Express*. Final cleanup at the former Library is currently underway.

V. UNFINISHED BUSINESS

Morena recommended that the *Trustees* participate in a *Trustee Self-Examination*. A form was distributed to each Board member at the previous meeting.

VI. NEW BUSINESS

a. Board Communications (Coughlin, Secretary):

Coughlin had nothing to report.

VII. EXECUTIVE SESSION

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

RESOLVED, *that the Board enter into an Executive Session to discuss a personnel matter.*

The Resolution was passed unanimously. (RM#4-02/2022)

The Board entered into an *Executive Session* at 7:02 p.m.

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

RESOLVED, *that the Board resume the Regular Meeting.*

The Resolution was passed unanimously. (RM#5-02/2022)

The Board resumed the regular meeting at 7:12 p.m.

Associate Treasurer Axelrod reported that the Board approved in an *Executive Session* that an honorarium in the amount of \$15,000 be paid to Library Director Gallagher for professional services rendered over and beyond her responsibilities due to the renovation of the Library.

VIII. ADJOURNMENT

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed unanimously. (RM#6-02/2022)

Meeting was adjourned at 7:14 p.m.

Submitted by Lisa Coughlin, Secretary
Board of Trustees
NEW CITY LIBRARY
March 8, 2021

LC/kc