



(APPROVED 04/20/23)

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

March 16, 2023 (7 p.m.)

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

PRESENT: Victor Berger, President
Patricia Voce, Vice-President
Denis O’Hanlon, Treasurer
Robert Axelrod, Associate Treasurer
Lisa Coughlin, Secretary

James Ferguson, Trustee
Phyllis Morena, Trustee
Patricia Ranieri, Trustee

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

ABSENT: Jeffrey Sasson, Trustee

I. INTRODUCTORY

a. Meeting Called to Order:

The meeting was called to order at 7:07 p.m.

The *Pledge of Allegiance* was recited.

II. REVIEW OF THE MINUTES OF THE PREVIOUS MEETING

Secretary Coughlin presented to the Board for acceptance the *Minutes* of the previous month’s meeting.

- 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 February 16, 2023.*

The Resolution was passed by all those present (Sasson, absent). (RM#1-03/2023)

III. REPORTS

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

i. Financial Report and Warrant:

Treasurer O’Hanlon reported that the Library’s operating expenditures were \$304,921. The *Warrant* also includes renovation fees of \$853,724.

O’Hanlon presented to the Board for approval last month’s *Warrant*.

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

RESOLVED, *That the Board approve Warrant #8 in the amount of \$1,158,645.*

The Resolution was passed by all those present (Sasson, absent). (RM#2-03/2023)

ii. Personnel:

O’Hanlon had nothing to report.

Librarian I (Children’s Services):

Director Gallagher reported that the Board has previously approved in December 2022 the filling of the vacant position of *Librarian I (Children’s Services)*. The candidate to whom the position was offered at that time had declined to accept the position for personal reasons; thus, the position remains open and will be re-posted soon.

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

i. Renovation Project:

Due to Sasson’s absence, Director Gallagher reported on the following:

- Construction is moving along as scheduled.
- Curbs have been installed.
- Submissions are being received for the *Environmental Graphic Design Requests for Proposals (RFPs)*

ii. HVAC System:

Director Gallagher reported a possible change order for work on the *HVAC System*. She will attend a meeting on March 20 with the construction management firm, the engineers, and the HVAC contractors to learn about possible solutions.

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

Morena reported that the *Committee* met to discuss the *Meeting Room Policy* regarding whether or not to charge fees for meeting room usage for tutors and for-profit businesses and what options may be available.

d. Legal Affairs Committee (Ranieri, Chair):

Ranieri had nothing to report.

e. President's Report (Berger):

President Berger had nothing to report.

f. Director's Report (Gallagher):

Director Gallagher referred to her written *Director's Report*.

IV. UNFINISHED BUSINESS

a. Appointment of Auditors (President Berger):

President Berger proposed that the Board re-appoint *PKF O'Connor Davies, LLP*, as the official *Auditors* of the Library.

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

RESOLVED, that the Board appoint *PKF O'Connor Davies, LLP*, as the official *Auditors of the New City Library*.

The Resolution was passed by all those present (Sasson, absent). (RM#3-03/2023)

V. NEW BUSINESS**i. Room Naming: Nonna Doherty:**

Trustee Morena expressed her admiration for and the impact of the work performed by the volunteer tutors of *Literacy Solutions NY, Inc.*, for the community at the Library. Morena commended, in particular, the late *Nonna Doherty*, who had led the program, and recommended that one of the public meeting rooms be named in *Doherty's* honor. Morena presented her recommendation to the Board for approval.

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

RESOLVED, *that the Board approve naming a meeting room in honor of the late Nonna Doherty, Literacy Solutions NY, Inc.*

The Resolution was passed by all those present (Sasson, absent). (RM#4-03/2023)

ii. Resignation of Denis O'Hanlon:

Treasurer O'Hanlon submitted his *Resignation* for personal reasons after having served on the Board since 2018. O'Hanlon stated that he immensely enjoyed working alongside the other Board members for the past five years. President Berger commented that O'Hanlon's expertise and professionalism served the Library well. On behalf of the Board, President Berger offered gratitude for O'Hanlon's service to the Board and community.

Berger presented to the Board for acceptance the *Resignation of Denis O'Hanlon*.

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

RESOLVED, *that the Board accept the resignation of Denis O'Hanlon*.

The Resolution was passed by all those present (Sasson, absent). (RM#5-03/2023)

iii. Appointment of Nicholas A. Longo, Jr.:

President Berger reported that the Board will need to appoint a successor to fill O’Hanlon’s vacancy until the next *Trustee Election*. O’Hanlon recommended the appointment of New City resident *Nicholas A. Longo, Jr.* O’Hanlon presented his recommendation to the Board for approval.

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

RESOLVED, *that the Board approve the appointment of Nicholas Longo, Jr., as Trustee until the next Trustee Election.*

The Resolution was passed by all those present (Sasson, absent). (RM#6-03/2023)

iv. Appointment of Treasurer:

As a result of O’Hanlon’s resignation, President Berger appointed Associate Treasurer Axelrod to the position of Treasurer.

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

RESOLVED, *that the Board approve the appointment of Robert Axelrod as Treasurer.*

The Resolution was passed by all those present (Sasson, absent). (RM#7-03/2023)

b. Board Communications (Coughlin, Secretary):

Coughlin had nothing to report.

VI. PUBLIC COMMENT

Public comments were received acknowledging that *Denis O’Hanlon* will be missed as a member of the Board.

VII. ADJOURNMENT

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed by all those present (Sasson, absent). (RM#8-03/2023)

Meeting was adjourned at 7:29 p.m.

Submitted by Lisa Coughlin, Secretary

Board of Trustees

NEW CITY LIBRARY

March 17, 2023

LC/kc