



(APPROVED 04/16/20)
MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY
March 19, 2020

*Under mandate by New York State,
the New City Library has closed temporarily due to the Pandemic COVID-19.
This Regular Meeting of the Board of Trustees was held via Zoom Video Conferencing.*

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

Edward Bertolino, 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

GUEST: Karen Vetrano, President, New City Library Staff Association

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 Axelrod presented to the Board for acceptance the proposed *Minutes of the Regular Meeting of the Board of Trustees of February 20, 2020*.

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

RESOLVED, *that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of February 20, 2020.*

The Resolution was passed unanimously. (RM#1-03/2020)

III. REPORTS

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

i. Financial Report of February 29, 2020, and Warrant #8:

Treasurer O'Hanlon reported that the Library's finances are in good shape and remain under budget.

O'Hanlon presented to the Board for approval the *Financial Report of February 29, 2020, and Warrant #8*.

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

RESOLVED, *that the Board approve Warrant #8 in the amount of \$327,263.*

The Resolution was passed unanimously. (RM#2-03/2020)

ii. Online Bill Pay:

Treasurer O'Hanlon reported that Finance Manager Abraham will prepare checks for the current invoices. Abraham will deliver the prepared checks to O'Hanlon at his home for his approval and signature. A short discussion of the possibility of future Online Bill Pay followed in the event that the Finance Manager and/or the Director become incapacitated.

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

RESOLVED, *that the Board approve the payment of the current invoices without the Director's prior review and approval.*

The Resolution was passed unanimously. (RM#3-03/2020)

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

i. Redesign Project:

Berger reported that a significant amount of time will be lost on the *Redesign Project* due to the *Pandemic COVID-19*. Gallagher reported that she had

notified by email the prospective architects for the design and development phase of the unforeseen delay.

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

Morena reported that the *Committee* discussed a *Pandemic Policy*, which had been drafted by Gallagher. A discussion followed with suggested revisions to the *Policy*. Morena presented to the Board for approval the amended *Pandemic COVID-19 Policy*.

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

RESOLVED, *that the Board approve the Pandemic COVID-19 Policy as amended.*

The Resolution was passed unanimously. (RM#4-03/2020)

d. Legal Affairs Committee (Axelrod, Chair):

Axelrod had nothing to report.

e. President's Report (Berger):

President Berger had nothing to report; however, Berger expressed his deep concern for the community amid the *Pandemic COVID-19*.

f. Director (Gallagher):

Due to the emergency closing of the Library due to the *Pandemic COVID-19*, Gallagher had not yet prepared the *February Director's Report*, which will be submitted upon completion at the appropriate time.

IV. UNFINISHED BUSINESS

None.

V. NEW BUSINESS

a. Board Communications (Axelrod, Secretary):

i. Read Aloud Day:

Secretary Axelrod reported that the emergency school closure of *Laurel Plains Elementary* due to the *Pandemic COVID-19* prevented him from participating in *Parents as Reading Partners (PARP) Dignitary Read Aloud Day*. Axelrod looks forward to participating in the event whenever *Laurel Plains Elementary* reconvenes and hosts the program again.

VI. PUBLIC COMMENT

No public comments were offered.

VII. ADJOURNMENT

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed unanimously. (RM#5-03/2020)

Meeting was adjourned at 7:37 p.m.

Submitted by Robert Axelrod, Secretary
Board of Trustees
NEW CITY LIBRARY
March 23, 2020

RA/kc

IV. INTRODUCTORY

a. Meeting Called to Order: 7:07 p.m.

President Berger: So we have a quorum?

Director Gallagher: Yes we do.

President Berger: And we have a flag?

Dz I have a flag. You can see me know?

KC I have one.

RA I have one right here.

KC Okay, good.

RA Alright, Kelly, I like your flag. You have a good flag Kelly.

KC I have a nice one from Afghanistan.

RA Nice.

VB Kelly, why don't you lead us in the Pledge.

KC I certainly will.

ALL Recites the Pledge of Allegiance.