



(Approved 06/16/22)
MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY
April 21, 2022 (7 p.m.)
(220 N. Main St., New City, NY)

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

ABSENT: None

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

GUESTS: None

I. INTRODUCTORY

a. Meeting Called to Order:

The meeting was called to order at 7:05 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 proposed *Minutes of the Regular Meeting of the Board of Trustees of March 17, 2022*.

- 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 March 17, 2022.*

The Resolution was passed by all those present (Morena, abstained due to her absence at the previous meeting). (RM#1-04/2022)

III. REPORTS

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

i. Financial Report of March 31, 2022, and Warrant #9:

Treasurer O’Hanlon reported that the Library’s expenditures for the month are on budget and include some renovation fees.

O’Hanlon presented to the Board for approval the *Financial Report of March 31, 2022, and Warrant #9*.

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

RESOLVED, *That the Board approve Warrant #9 in the amount of \$519,028.*

The Resolution was passed unanimously. (RM#2-04/2022)

A short discussion about the construction budget and the mortgage rate followed.

O’Hanlon reported that the *Committee* met to discuss inserting a line item on the monthly *Financial Report* regarding construction costs.

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

Sasson had nothing to report; thus, he deferred to Director Gallagher who reported on the following:

i. Redesign Project: Technical Advisory Committee (Construction Documents):

Director Gallagher reported that *Technical Advisory Committee (TAC)* meets on April 27 to sign off on the construction documents.

ii. Redesign Project: Tag Sale:

Gallagher reported that the recent public *Tag Sale* of well-used Library furniture raised approximately \$400.

iii. Redesign Project: Powering Down:

Gallagher reported that the *HVAC System* will be shut down after the April 29 *Quarterly Staff Meeting* and Finance Manager Abraham will suspend the service contract with the elevator company in order to reduce unnecessary operating expenses during construction.

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

Morena reported that the *Ramapo Catskill Library System (RCLS)* will be proposing a new method of providing IT services to its member libraries. Director Gallagher described the services that will be affected. *RCLS* will provide information shortly.

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):

In addition to her written *Director’s Report*, Director Gallagher reported on the following:

i. Programming Highlights:

Director Gallagher commended the children’s librarians for their hard work in planning quality educational and recreational programming at numerous sites within the Library’s service area. Offerings include outdoor story times, sewing programs, and take and make crafts, to name just a few.

Gallagher also commended the adult services librarians for their exceptional books clubs held at a variety of off-site locations, as well as the Community Relations staff for their unique variety of themed lectures and the monthly movie held at the local cinema, recently drawing in over 30 attendees.

Gallagher is very pleased with the impressive progress the entire staff has made in launching the operation of the *New City Library Express*.

IV. UNFINISHED BUSINESS

None.

V. NEW BUSINESS

a. Board Communications (Coughlin, Secretary):

Coughlin had nothing to report.

VI. PUBLIC COMMENT

There were no public comments offered.

VII. ADJOURNMENT

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

RESOLVED, *That the Board adjourn the meeting.*

The Resolution was passed unanimously. (RM#3-04/2022)

Meeting was adjourned at 7:47 p.m.

Submitted by Lisa Coughlin, Secretary
Board of Trustees
NEW CITY LIBRARY
April 22, 2022

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