



(APPROVED 06/20/24)

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

May 16, 2024 (7 p.m.)

(New City Library, 220 North Main St., New City, NY)

PRESENT: James Ferguson, Secretary
Joseph Ciardullo, Trustee
Nicholas A. Longo, Jr., Trustee
Roxanne T. Perrone, Trustee
Patricia Ranieri, Trustee

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

ABSENT: Victor Berger, President
Patricia Voce, Vice-President
Robert Axelrod, Treasurer
Jeffrey Sasson, Trustee

GUESTS: Kathy Bachor, *Children's Librarian*, and *Award Recipients*
"1,000 Books Before Kindergarten" Reading Program

I. INTRODUCTORY

Due to President Berger's and Vice-President Voce's absences, the meeting was presided by Secretary Ferguson.

a. Meeting Called to Order:

The meeting was called to order at 7:03 p.m.

The *Pledge of Allegiance* was recited.

b. Guest: Kathy Bachor: 1,000 Books Before Kindergarten Reading Program:

Director Gallagher introduced Kathy Bachor, *Children's Librarian* for the *1,000 Books Before Kindergarten* reading program, who presented *Certificates of Achievement* to several young patrons, who recently completed the reading program, which encourages children, along with their parents, to read for early literacy.

Bachor reported that since the program's inception in 2016, 106 children had finished the program and 25 other children are actively working toward that goal. Thus far, 169,200 books have been read.

Director Gallagher thanked Bachor for her efforts and offered her congratulations to the children and their parents and encouraged the children to keep reading.

II. REVIEW OF THE MINUTES OF THE PREVIOUS MEETING

Secretary Ferguson presented to the Board for acceptance the *Minutes* of the previous month's meeting.

- Upon motion made by Longo and duly seconded by Ciardullo, it was:

RESOLVED, *That the Board accept the Minutes of the Regular Meeting of the Board of Trustees of April 18, 2024.*

The Resolution was passed by all those present (Axelrod, Berger, Sasson, and Voce, absent). (RM#1-05/2024)

III. REPORTS

a. Personnel and Finance Committee (Axelrod, Chair):

i. Personnel Appointment:

Due to Treasurer Axelrod's absence, *Personnel and Finance Committee* member Longo reported that a candidate had been selected to fill the vacant *Librarian I* position in the *Children's Services Department* and presented the candidate's name to the Board for approval.

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

RESOLVED, *That the Board approve the appointment of Catherine Bodan as Librarian I in the Children's Services Department.*

The Resolution was passed by all those present (Axelrod, Berger, Sasson, and Voce, absent). (RM#2-05/2024)

ii. Financial Report and Warrant:

Trustee Longo reported that the Library's operating expenditures were \$335,789 and the capital expenditures were \$184,701.

Longo presented to the Board for approval last month's *Warrant*.

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

RESOLVED, *That the Board approve Warrant #10 in the amount of \$520,490.*

The Resolution was passed by all those present (Axelrod, Berger, Sasson, and Voce, absent). (RM#3-05/2024)

iii. Renovation Project: Walkway Repairs and Subcontractor Default Insurance:

The Library's counsel, Brian Nugent of *Feerick Nugent MacCartney*, drafted a letter to *Consigli Construction Company* detailing the Library's concerns. Director Gallagher reported that the Chairs of the *Personnel and Finance Committee*, the *Building and Grounds Committee*, and the *Legal Affairs Committee* met on May 15 at a combined videoconference with *Consigli* and the Library's counsel to discuss the walkway repairs and the subcontractor default insurance issues.

iv. Renovation Project: Payment to Consigli Construction Company:

Director Gallagher reported that the Library's counsel recommended that the Library pay Invoice #20 to *Consigli*. The Board was in agreement. Finance Manager Abraham will issue a check in the amount of \$399,478.55.

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

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

i. Renovation Project:

Use of Contingency: Director Gallagher reported that *Consigli* used funds from its contingency for several change orders early on in the construction and now *Consigli* is requesting to be reimbursed from the Library's contingency funds.

Subcontractor Default Issue: Director Gallagher reported that three large liens have been settled and one smaller lien arrived last week.

HVAC: Director Gallagher reported that the HVAC issue is on-going.

Punch List: Director Gallagher reported that several items on the punch list still need to be addressed.

ii. Drainage Project:

Director Gallagher reported that the Library will be proceeding with drainage work. The engineer is researching options.

iii. Generator Project and Switch Gear Project:

Director Gallagher reported that the generator and switchgear will be the next issues to be addressed with the next grant cycle of the *New York State Department of Library Development* construction aid program.

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

Longo had nothing to report.

d. Legal Affairs Committee (Ranieri, Chair):

Ranieri had nothing further to report since she gave her report earlier during the *Personnel and Finance Committee* report; however, she commended the work of Attorney Nugent.

e. President's Report (Berger):

Due to President Berger's absence, there was no report.

f. Director's Report (Gallagher):

Director Gallagher had nothing further to report

IV. UNFINISHED BUSINESS

None.

V. NEW BUSINESS

a. Board Communications (Ferguson, Secretary):

Secretary Ferguson had nothing to report.

VI. PUBLIC COMMENT

None.

VII. ADJOURNMENT

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed unanimously. (RM#4-05/2024)

Meeting was adjourned at 7:49 p.m.

Submitted by James Ferguson, Secretary
Board of Trustees
NEW CITY LIBRARY
May 16, 2024

JF/kc