



(APPROVED 06/17/21)
**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY**
May 20, 2021
(Via In-Person Meeting)

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

Lisa Coughlin, Trustee
Phyllis Morena, Trustee
Jeffrey Sasson, Trustee

ABSENT: Patricia Ranieri, Trustee
Patricia Voce, Trustee
Shibu Abraham, Facilities & Finance Manager

STAFF: Marianne Gallagher, Director
Kelly Corrado, Administrative Assistant

GUEST: Jim Kovach and John Trevor, VMDO Architects
Donald Mac Donald, Consulting Architect
Ralph Sabatini, Trustee Emeritus

I. INTRODUCTORY

a. Meeting Called to Order:

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

The *Pledge of Allegiance* was recited.

b. Guests: Jim Kovach, John Trevor, and Donald Mac Donald:

President Berger welcomed guests Jim Kovach (on-site) and John Trevor (virtually) of *VMDO Architects* and Consulting Architect Donald Mac Donald. Kovach presented to the Board a virtual tour of the *Redesign Project*.

After a short break in the virtual presentation, a *Question & Answer* period followed Kovach’s presentation.

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 April 15, 2021*.

- 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 April 15, 2021.*

The Resolution was passed by all those present (Ranieri and Voce, absent).
(RM#1-05/2021)

Secretary Axelrod presented to the Board for acceptance the proposed *Minutes of the Special Meeting of the Board of Trustees of April 22, 2021*.

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

RESOLVED, *that the Board accept the Minutes of the Special Meeting of the Board of Trustees of April 22, 2021.*

The Resolution was passed by all those present (Ranieri and Voce, absent).
(RM#2-05/2021)

III. REPORTS

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

i. Financial Report of April 30, 2021, and Warrant #10:

Treasurer O’Hanlon reported that the Library’s finances are close to the budget for the month.

O’Hanlon presented to the Board for approval the *Financial Report of April 30, 2021, and Warrant #10*.

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

RESOLVED, *that the Board approve Warrant #10 in the amount of \$494,136.*

The Resolution was passed by all those present (Ranieri and Voce, absent).
(RM#3-05/2021)

ii. Personnel:

O’Hanlon reported that a personnel matter will be discussed toward the end of the meeting in an *Executive Session*.

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

Sasson had nothing to report; however, Director Gallagher reported on the following:

i. Redesign Project:

Director Gallagher reported that engineers were on site this month for pre-demo testing and observations.

ii. Rockland Country Day School:

Director Gallagher had no update to report.

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

Morena discovered an error to the heading of the appendix *Gifts to the Library* of the proposed *Collection Development Policy*. The corrected appendix heading should read as follows: *Appendix **H** Gifts to the Library*, not *Appendix **A***, which was a typographical error.

Vice-President Zuckerberg raised concerns regarding the Library’s inability to monitor certain materials for viewing/borrowing by underage patrons. Director Gallagher explained that the Library follows the *American Library Association’s (ALA) Bill of Rights* regarding such materials and that it is the responsibility of the parent or guardian, **not** the Library, to monitor these activities.

Morena presented to the Board for approval the proposed *Collection Development Policy* as amended.

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

RESOLVED, *that the Board adopt the Collection Development Policy.*

The Resolution was passed by all those present (Ranieri and Voce, absent).
(RM#4-05/2021)

d. Legal Affairs Committee (Axelrod, Chair):

Axelrod had nothing to report.

e. President’s Report (Berger):

President Berger had nothing to report.

f. Director’s Report (Gallagher):

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

i. CARES Act Reimbursement:

Gallagher reported that the Library received a check from the *Coronavirus Aid, Relief, and Economic Security Act (CARES)*, in the amount of \$3,054 as reimbursement for the *Personal Protective Equipment (PPE)* and disinfecting supplies that the Library purchased for the safety of the staff and public during the *COVID-19 Pandemic*.

IV. UNFINISHED BUSINESS

None.

V. NEW BUSINESS

a. Board Communications (Axelrod, Secretary):

Axelrod had nothing to report.

VI. EXECUTIVE SESSION

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

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

The Resolution was passed by all those present (Ranieri and Voce, absent).
(RM#5-05/2021)

The Board entered into an *Executive Session* at 8:14 p.m.

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

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

The Resolution was passed by all those present (Ranieri and Voce, absent).
(RM#6-05/2021)

The Board resumed the regular meeting at 8:24 p.m.

President Berger stated that in an *Executive Session* the Board discussed the renewal of the Director’s contract.

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

RESOLVED, *that the Board renew the Employment Agreement of Marianne Gallagher.*

The Resolution was passed by all those present (Ranieri and Voce, absent).
(RM#7-05/2021)

V. PUBLIC COMMENT

The following public comments were offered:

Staff Association President Karen Vetrano commented that the *Staff Association* recently conducted a survey of its members regarding facial coverings. The results revealed that a majority of the members intended to continue wearing facial coverings after vaccination for added safety precautions.

Director Gallagher responded to Vetrano’s comments and explained that the Library’s decision to continue to require the staff and public to wear facial coverings for the time being was based on the recommendations of the *New York State Department of Health*.

VI. ADJOURNMENT

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed by all those present (Ranieri and Voce, absent).
(RM#8-05/2021)

Meeting was adjourned at 8:33 p.m.

Submitted by Robert Axelrod, Secretary
Board of Trustees
NEW CITY LIBRARY
June 2, 2021

RA/kc