



**(APPROVED)**  
**MINUTES OF THE**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**NEW CITY LIBRARY**

June 16, 2022 (7 p.m.)

(New City Library Express, 198 S. 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 7:02 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 April 21, 2022*.

- Upon motion made by Coughlin 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 21, 2022.*

The Resolution was passed by all those present (Sasson, absent for the vote due to his late arrival to the meeting). (RM#1-06/2022)

Secretary Coughlin presented to the Board for acceptance the proposed *Minutes of the Special Meeting of the Board of Trustees of April 26, 2022*.

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

RESOLVED, *That the Board accept the Minutes of the Special Meeting of the Board of Trustees of April 26, 2022.*

The Resolution was passed by all those present (Sasson, absent for the vote due to his late arrival to the meeting). (RM#2-06/2022)

Due to a lack of quorum for the May Board meeting, the meeting was cancelled; therefore, no May Minutes were presented for Board acceptance.

### III. REPORTS

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

##### i. Financial Report of April 30, 2022, and Warrant #10:

Treasurer O’Hanlon reported that the Library’s expenditures for the months of April and May are on budget and include renovation fees.

O’Hanlon presented to the Board for approval the *Financial Report of April 30, 2022, and Warrant #10*.

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

RESOLVED, *That the Board approve Warrant #10 in the amount of \$293,881.*

The Resolution was passed by all those present (Sasson, absent for the vote due to his late arrival to the meeting). (RM#3-06/2022)

O’Hanlon presented to the Board for approval the *Financial Report of May 31, 2022, and Warrant #11*.

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

RESOLVED, *That the Board approve Warrant #11 in the amount of \$459,261.*

The Resolution was passed by all those present (Sasson, absent for the vote due to his late arrival to the meeting). (RM#4-06/2022)

ii. Redesign Project: Project Loan: Rate Lock-In

O’Hanlon reported that the *Project Loan Rate Lock-In* is 4.77%.

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

Due to Sasson’s late arrival to the meeting, Director Gallagher reported on the following:

i. Redesign Project: PCSB Bank Mortgage:

Gallagher reported that closing for the *PCSB Bank Mortgage* must be held by June 28.

ii. Redesign Project: Building Permit:

Gallagher reported that the *Building Permit* has been received and *Consigli Construction Company* can now commence construction.

iii. Redesign Project: Asbestos Abatement:

Gallagher reported that the *Asbestos Abatement* was conducted last week.

iv. Redesign Project: NYS Construction Library Grant:

Gallagher reported that the next cycle begins soon for the *New York State Department of Library Development Construction Grants*.

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

i. COVID-19 Paid Sick Leave Policy Update:

Morena reported that the *COVID-19 Paid Sick Leave Policy* has been updated by reducing the number of paid sick leave from seven days to five days. The updated policy reads as follows:

*In accordance with New York State COVID-19 Paid Sick Leave law, the New City Library will provide an employee up to five days' paid sick leave for each of three occurrences in the event an employee must quarantine or isolate due to COVID-19.*

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

RESOLVED, *That the Board adopt the COVID-19 Paid Sick Leave Policy, as revised.*

The Resolution was passed by all those present (Sasson, absent for the vote due to his late arrival to the meeting). (RM#5-06/2022)

ii. Ramapo Catskill Library System: IT and ILS Service Contracts:

Morena reported that the *Ramapo Catskill Library System (RCLS)* is proposing a new method of providing IT services to its member libraries. Director Gallagher offered a brief update on the proposal.

d. Legal Affairs Committee (Ranieri, Chair):

Ranieri had nothing new to report; however, she stated that the mortgage documents are still being reviewed by the Library's counsel.

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. Rockland Resilience Recreation Grant Program:

Gallagher reported that Finance Manager Abraham is researching a grant with *The Rockland Resilience Recreation Grant Program*, which provides funding for public green spaces.

**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 Voce, it was:

RESOLVED, *That the Board adjourn the meeting.*

The Resolution was passed unanimously (Sasson, now present for the vote; arrived late to the meeting at 7:16 p.m.). (RM#6-06/2022)

Meeting was adjourned at 7:24 p.m.

Submitted by Lisa Coughlin, Secretary  
Board of Trustees  
NEW CITY LIBRARY  
June 24, 2022

LC/kc