



(APPROVED 07/16/20)
**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY**
June 18, 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 (*via mobile*)
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

GUESTS: None

I. INTRODUCTORY

a. Meeting Called to Order:

The meeting was called to order at 7:03 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 May 21, 2020.*

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

RESOLVED, *that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of May 21, 2020.*

The Resolution was passed unanimously. (RM#1-06/2020)

III. REPORTS

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

i. Financial Report of May 31, 2020, and Warrant #11:

Treasurer O’Hanlon reported that the Library’s finances continue to remain below budget since the Library’s temporary closing, due to the *Pandemic COVID-19*.

O’Hanlon presented to the Board for approval the *Financial Report of May 31, 2020, and Warrant #11*.

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

RESOLVED, *that the Board approve Warrant #10 in the amount of \$363,933.*

The Resolution was passed unanimously. (RM#2-06/2020)

ii. Staff Resignations:

O’Hanlon reported that two employees had submitted resignations due to personal matters. O’Hanlon stated that there are no plans to immediately fill the two positions (*Librarian II* and *Library Assistant I (Part-time)*); however, the positions will remain vacant for the time being until the Library resumes regular operations.

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

i. Redesign Project:

Sasson referred to Director Gallagher for an update on the *Redesign Project*. Gallagher reported that she has a teleconference scheduled tomorrow (June 19th) with *John Atzl* of *Atzl, Nasher & Zigler* to discuss the submission of the *Concept Plan* to the *Technical Advisory Committee (TAC)*. Gallagher suggested that the *Redesign Project* be put on temporary pause once the *Concept Plan* is submitted until the Library resumes regular operations.

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

i. Staff's Donation of July 4 Holiday Comp Day:

Morena reported that the staff offered to donate their comp day for the July 4 holiday. Gallagher explained that July 4 falls on a Saturday this year and whenever a holiday falls on a Saturday, the staff are permitted to take another day as a comp day for the holiday. Morena presented the staff's offer to the Board for acceptance.

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

RESOLVED, that the Board accept the staff's donation of the July 4 Holiday Comp Day.

The Resolution was passed unanimously. (RM#4-06/2020)

The Board thanked the staff for their gracious gesture.

ii. Official Library Re-opening and Plan:

Morena reported that the Library has re-opened to the staff who are preparing for the return of library materials. Morena presented to the Board for approval the *Official Re-Opening of the Library (excluding the public)* in accordance with the *Re-Opening Plan*.

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

RESOLVED, that the Board approve the Official Re-opening of the Library in accordance to the Re-opening Plan.

The Resolution was passed unanimously. (RM#5-06/2020)

iii. Temporary Safety Practices Policy: Addendum to Patron Code of Conduct:

Morena reported that Axelrod referred to the Library's counsel for a review of the proposed *Temporary Safety Practices Policy: Addendum to the Patron Code of Conduct Policy*. Morena presented to the Board for approval the *Temporary Safety Practices Policy: Addendum to Patron Code of Conduct Policy*.

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

RESOLVED, that the Board adopt the *Temporary Safety Practices Policy: Addendum to Patron Code of Conduct Policy*.

The Resolution was passed unanimously. (RM#6-06/2020)

d. Legal Affairs Committee (Axelrod, Chair):

Axelrod had nothing to report; however, Axelrod offered thanks on behalf of the Board to attorney *Brian Nugent of Feerick Nugent MacCartney* for Nugent’s timely response regarding the *Temporary Safety Practices Policy: Addendum to Patron Code of Conduct Policy*.

e. President’s Report (Berger):

President Berger had nothing to report.

f. Director (Gallagher):

Director Gallagher referred to her written report. In addition, Gallagher reported that neighboring libraries’ recent budget votes had all succeeded.

IV. UNFINISHED BUSINESS

None.

V. NEW BUSINESS

a. In-Person Board Meetings:

A discussion took place regarding when in-person Board meetings may resume. No timeframe was reached. Virtual sessions will continue until further notice.

b. Board Communications (Axelrod, Chair):

Axelrod had nothing to report.

VI. ADJOURNMENT

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

RESOLVED, that the Board adjourn the meeting.

The Resolution was passed unanimously. (RM#7-06/2020)

Meeting was adjourned at 7:28 p.m.

Submitted by Robert Axelrod, Secretary
Board of Trustees
NEW CITY LIBRARY
June 24, 2020

RA/kc