



(APPROVED 08/20/20)
**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY**
July 16, 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
Robert Axelrod, Secretary
Edward Bertolino, Trustee
Phyllis Morena, Trustee
Patricia Ranieri, Trustee
Jeffrey Sasson, Trustee
Patricia Voce, Trustee

ABSENT: None

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

GUEST: Ralph Sabatini, Trustee-Emeritus

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 Axelrod presented to the Board for acceptance the proposed *Minutes of the Regular Meeting of the Board of Trustees of June 18, 2020.*

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

RESOLVED, *that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of June 18, 2020.*

The Resolution was passed by all those present (Ranieri, not present for the vote due to her late arrival at 7:06 p.m.). (RM#1-07/2020)

III. REPORTS

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

i. Financial Report of June 30, 2020, and Warrant #12:

Treasurer O’Hanlon reported that the Library’s finances for the month are in line and have remained below budget for the year.

O’Hanlon presented to the Board for approval the *Financial Report of June 30, 2020, and Warrant #12*.

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

RESOLVED, *that the Board approve Warrant #12 in the amount of \$427,332.*

The Resolution was passed by all those present (Ranieri, not yet present). (RM#2-07/2020)

ii. Transfer of Funds to Capital Account:

O’Hanlon recommended that \$1 million be transferred from the *Chase Invoice Account* to the *PCSB Capital Account* at this time. A discussion followed.

O’Hanlon presented the proposal to the Board for approval.

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

RESOLVED, *that the Board approve the transfer of \$1 million from the Chase Invoice Account to the PCSB Capital Account.*

The Resolution was passed unanimously (Ranieri, now present). (RM#3-07/2020)

iii. FY2021 Adjusted Budget:

O’Hanlon reported that he met with Director Gallagher and Finance Manager Abraham to finalize the *FY2021 Adjusted Budget*. O’Hanlon presented to the Board for approval the *FY2021 Adjusted Budget*.

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

RESOLVED, *that the Board approve the FY2021 Adjusted Budget.*

The Resolution was passed unanimously. (RM#4-07/2020)

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 is finalizing arrangements for the *Building and Grounds Committee* to interview the four architectural firms via video conferencing.

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

Morena had nothing to report.

d. Legal Affairs Committee (Axelrod, Chair):

Secretary Axelrod had nothing to report.

e. President’s Report (Berger):

President Berger had nothing to report.

f. Director (Gallagher):

Director Gallagher referred to her written report. In addition, Gallagher stated that *Curbside Pickup* has been going well with minor adjustments. Gallagher also reported on the following:

i. Public Re-opening Day (July 20):

Gallagher reported that the staff is focusing on re-opening to the public on July 20. The following is necessary in order to open:

- Partitions have been installed at the three *Service Desks*
- Signs will be posted and floor tape installed as a reminder to maintain proper social distancing
- Custodians are adhering to a cleaning/disinfecting schedule

- Custodians have removed furniture from the floor to discourage leisurely congregation
- Occupancy will be restricted to 30 patrons at a time (*not including staff*)
- Computer access will be restricted to 15 minutes per day, per patron

IV. UNFINISHED BUSINESS

None.

V. NEW BUSINESS

a. The late Anthony Feliciano, Former Trustee:

Secretary Axelrod announced the unexpected passing of *Former Trustee Anthony Feliciano*. The Board agreed to purchase an engraved paver honoring Feliciano's memory. As part of the *Patio Paver Project*, once engraved, the paver will find its home on the Library's lovely outdoor patio. Director Gallagher will ask *Veronica Reynolds, Head of Community Relations*, to write an inscription for the paver on behalf of the Board.

b. In-Person Board Meetings:

Secretary Axelrod revisited last month's discussion regarding when *In-Person Board Meetings* may resume. No timeframe was reached. However, Director Gallagher will research the State's *Open Meeting Law* (as revised for the pandemic) to determine the legality of meeting in-person beyond the stated August 4 date, whereas, virtual meetings are allowed to take place. August's Board Meeting will continue to be virtual until otherwise determined.

c. Board Communications (Axelrod, Chair):

Secretary Axelrod had nothing to report.

VI. PUBLIC COMMENT

No public comments were offered.

VII. ADJOURNMENT

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed unanimously. (RM#5-07/2020)

Meeting was adjourned at 7:30 p.m.

Submitted by Robert Axelrod, Secretary

Board of Trustees

NEW CITY LIBRARY

July 20, 2020

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