



(APPROVED 08/21/25)
MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY
July 17, 2025 (7 p.m.)
(New City Library, 220 North Main St., New City, NY)

PRESENT: Patricia Voce, President
Nicholas A. Longo, Jr., Vice-President
Robert Axelrod, Treasurer
James Ferguson, Secretary
Joseph Ciardullo, Trustee
Patricia Ranieri, Trustee
Jeffrey Sasson, Trustee

STAFF: Shibu Abraham, Facilities and Finance Manager

ABSENT: Roxanne T. Perrone, Trustee
Mindy Rader, Trustee
Marianne Gallagher, Library Director
Kelly Corrado, Administrative Assistant

I. INTRODUCTORY

a. Meeting Called to Order:

The meeting was called to order at 7:05 p.m.

The *Pledge of Allegiance* was recited.

II. REVIEW OF THE MINUTES OF THE PREVIOUS MEETING

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

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

RESOLVED, *That the Board accept the Minutes of the Regular and the Executive Session of the meeting of the Board of Trustees of June 19, 2025.*

The Resolution was passed by all those present (Perrone and Rader, absent).
(RM#1-07/2025)

III. REPORTS

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

i. Financial Report and Warrant:

Treasurer Axelrod reported that the Library's operating expenditures were \$486,994 and the capital expenditures were \$0.

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

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

RESOLVED, *That the Board approve Warrant #12 in the amount of \$486,994.*

The Resolution was passed by all those present (Perrone and Rader, absent).
(RM#2-07/2025)

ii. PCSB Bank Transfers:

Treasurer Axelrod reported that funds in the amount of \$500,000 will need to be transferred from the *PCSB Bank* high yield savings account to the *PCSB Bank* invoice account to pay the regular operating expenses. Axelrod presented it to the Board for approval.

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

RESOLVED, *That the Board approve the transfer of \$500,000 from the PCSB Bank high yield savings account to PCSB Bank invoice account.*

The Resolution was passed by all those present (Perrone and Rader, absent).
(RM#3-07/2025)

iii. New York State Department of Library Development Grant:

Treasurer Axelrod reported that *New York State* and the *Ramapo Catskill Library System (RCLS)* require construction assurances in order for the Library to be awarded a grant from the *Department of Library Development*. The project for the next grant cycle is the replacement of the windows.

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

RESOLVED, That the application and accompanying documents for public library construction aid to be administered in accordance with the requirements of Education Law §273-a (as Amended by Chapter 148 of the laws of 2014) and Commissioner's Regulations §90.12 was read and duly adopted, and the conditions outlined in the RCLS Assurance Letter have been accepted by the Board of Trustees of the New City Library.

The Resolution was passed by all those present (Perrone and Rader, absent).
(RM#3-07/2025)

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

Sasson reported on the following:

Switchgear and Generator: *OLA Consulting Engineers* provided the *Design Development* drawings for the switchgear replacement and various placement options for a generator. Director Gallagher will arrange a meeting with Mike Lillis of *OLA*. Architect Consultant Donald Mac Donald will be onsite next week for the preparation of electrical drawings.

Window Replacement Project: *Architect Consultant Donald Mac Donald* provided an inventory of the windows to *A.F.I. Glass & Architectural Metal* in Newburgh, New York, to obtain a budget estimate for the grant application.

Entrance Railing: *Iron Age Construction*, located in Congers, New York, is in the process of finishing the railing for the front entrance stairway and installation will be soon.

HVAC Split Air Conditioning Unit: Finance Manager Abraham received several bids on two split air conditioning units for the *Create Space Room* and the *Server Room*. Sasson presented to the Board for approval the bid received from *DiMaulo's Plumbing, Heating & Cooling Corp.*, which was the lowest bid.

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

RESOLVED, That the Board approve the expenditure of \$18,000 for two split air conditioning units from DiMaulo's Plumbing, Heating & Cooling Corp.

The Resolution was passed with six in favor and one abstention (Ciardullo, abstained due to a conflict of interest; Perrone and Rader, absent). (RM#4-07/2025)

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

Longo had nothing to report.

d. Legal Affairs Committee (Ranieri, Chair):

Ranieri had nothing to report.

e. Ad Hoc Committee: Election Committee (Ciardullo, Chair):

Ciardullo reported on the following:

- The *2025 Trustee Election Process* begins next month following the August Board meeting.
- The *Election Committee* members are as follows:
 - Joseph Ciardullo (Chair)
 - Nicholas A. Longo, Jr.
 - Roxanne T. Perrone

f. President's Report (Voce):

President Voce had nothing to report.

g. Director's Report (Gallagher):

Due to Director Gallagher's absence, President Voce deferred to Director Gallagher's written report.

IV. UNFINISHED BUSINESS

None.

V. NEW BUSINESSa. Nomination of James Ferguson to RCLS Board of Trustees (Ferguson, Secretary):

Axelrod reported that Secretary Ferguson expressed his desire to be nominated for Trustee of the Board of the *Ramapo Catskill Library System (RCLS)*.

The following motion was made by Axelrod and duly seconded by Voce:

- *I, Robert Axelrod, make a motion to nominate James Ferguson for the RCLS Board of Trustees representing Rockland County.*

I, Patricia Voce, second the motion.

The Resolution was passed by all those present (Perrone and Rader, absent).
(RM#5-07/2025)

b. Board Communications (Ferguson, Secretary):

Secretary Ferguson read aloud a complaint from a patron. Ferguson reported that Director Gallagher responded to the patron. A discussion followed.

c. RCLS Focus Groups (Ferguson, Secretary):

Secretary Ferguson reported that the *Ramapo Catskill Library System (RCLS)* will be conducting focus groups for trustees on September 10 and 18 for *RCLS' five-year Plan of Service*. Ferguson encouraged the trustees to participate.

VI. PUBLIC COMMENT

No public comments were received.

VII. ADJOURNMENT

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed by all those present (Perrone and Rader, absent; Axelrod not present for the vote due to his early departure from the meeting at 7:30 p.m.). (RM#6-07/2025)

Meeting was adjourned at 7:37 p.m.

Submitted by James Ferguson, Secretary
Board of Trustees
NEW CITY LIBRARY
July 25, 2025

JF/kc