



(APPROVED 08/15/24)

**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY**

July 18, 2024 (7 p.m.)

(New City Library, 220 North Main St., New City, NY)

PRESENT: Victor Berger, President
Patricia Voce, Vice-President
Robert Axelrod, Treasurer
James Ferguson, Secretary
Nicholas A. Longo, Jr., Trustee
Roxanne T. Perrone, Trustee
Patricia Ranieri, Trustee
Jeffrey Sasson, Trustee

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

ABSENT: Joseph Ciardullo, Trustee

GUESTS: Brian Nugent, Esq., Feerick Nugent MacCartney PLLC (*via Zoom*)

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 *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 Meeting of the Board of Trustees of June 20, 2024.*

The Resolution was passed by all those present (Ciardullo, absent). (RM#1-07/2024)

III. REPORTS

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

RESOLVED, *That the Board modify the meeting Agenda to permit the Building and Grounds Committee Report to be presented before the Personnel and Finance Committee Report.*

The Resolution was passed by all those present (Ciardullo, absent). (RM#2-07/2024)

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

i. Renovation Project:

Sasson reported that the *Committee* met earlier in the week to discuss three unresolved issues: the contingency funds, the payment of Invoice #21, and the deteriorating sidewalks.

Contingency Funds: *Consigli Construction Company* is requesting reimbursement of contingency funds. Their request is currently in review by the architects.

Payment of Invoice #21: Legal Counsel Nugent recommended that the Board pay Invoice #21 in the amount of \$214,079.10.

Deteriorating Sidewalks: *Consigli* has agreed to replace the deteriorating sidewalks. The work is expected to take approximately four weeks. A long discussion followed regarding the warranty for both the previous sidewalk installation and the new sidewalk installation.

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

RESOLVED, *That the Board request an extended warranty from Consigli Construction Company on the current sidewalks and a new warranty on the replacement sidewalks.*

The Resolution was passed in favor (Axelrod, Berger, Ferguson, Ranieri, Sasson, and Voce), opposed (Longo and Perrone), (Ciardullo, absent). (RM#3-07/2024)

Further discussion continued regarding the sidewalk warranties. Legal Counsel Nugent recommended that the Board enter into an *Executive Session* to discuss attorney/client advice regarding the sidewalk warranties.

EXECUTIVE SESSION

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

RESOLVED, *That the Board enter into an Executive Session for attorney/client advice.*

The Resolution was passed by all those present (Ciardullo, absent). (RM#4-07/2024)

The Board entered into an *Executive Session* at 7:32 p.m.

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

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

The Resolution was passed by all those present (Ciardullo, absent). (RM#5-07/2024)

The Board resumed the *Regular Meeting* at 7:52 p.m.

REGULAR MEETING

- ii. Parking Lot Renewal Project:

Sasson deferred to Facilities Manager Abraham, who reported that the parking lot's surface will be re-sealed and re-striped for a cost of \$14,350.

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

RESOLVED, *That the Board approve the expenditure in the amount of \$14,350 for the re-sealing and re-striping of the parking lot surface.*

The Resolution was passed by all those present (Ciardullo, absent). (RM#6-07/2024)

iii. ILS Migration and Parking Lot Renewal Project: Potential Closing of Library:

Policy and Planning Committee Chair Longo deferred to Director Gallagher, who reported that the *ILS Migration* will begin at 4 p.m. on August 1; thus, Director Gallagher requested permission from the Board to use her discretion for the potential closing on August 2 and 3 in order to perform the parking lot work during this time of limited ILS functionality. The closings will be dependent upon the weather.

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

RESOLVED, *That the Board approve the potential closing of the Library on August 2 and 3 to perform the parking lot work.*

The Resolution was passed by all those present (Ciardullo, absent). (RM#7-07/2024)

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

i. Financial Report and Warrant:

Treasurer Axelrod reported that the Library's operating expenditures last month were \$361,969 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 Sasson, it was:

RESOLVED, *That the Board approve Warrant #12 in the amount of \$361,969.*

The Resolution was passed by all those present (Ciardullo, absent). (RM#8-07/2024)

ii. Appointment of Auditors:

Treasurer Axelrod reported that the *Personnel and Finance Committee* recommends that the Library engage a new auditing firm since the Library

has engaged the current auditors since 2015. Axelrod further reported that a *Request for Proposals (RFP)* was sent out and three auditing firms submitted proposals, which were reviewed by the *Committee*. Axelrod proposed that the Board appoint the auditing firm of *V. John Associates* as the official *Auditors* of the Library.

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

RESOLVED, *That the Board appoint V. John Associates as the official Auditors of the New City Library.*

The Resolution was passed by all those present (Ciardullo, absent). (RM#9-07/2024)

iii. New York State Department of Library Development Grant:

Director Gallagher reported that *New York State Department of Library Development (DLD)* and the *Ramapo Catskill Library System (RCLS)* require construction assurances in order for the Library to be awarded construction aid.

Finance Manager Abraham reported that the replacement of the switchgear and the installation of a generator will be included in this year's grant cycle.

- Upon motion made by Axelrod and duly seconded by Sasson, 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 (Ciardullo, absent). (RM#10-07/2024)

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

Longo offered his report earlier in the meeting during the *Building and Grounds Committee* report regarding the potential closing of the Library on August 2 and 3 for the *Parking Lot Renewal Project*.

d. Legal Affairs Committee (Ranieri, Chair):

Ranieri offered her report, along with Legal Counsel Nugent, during the *Building and Grounds Committee* report regarding the contingency funds, the payment of Invoice #21, and the deteriorating sidewalk issues.

e. President's Report (Berger):

i. Nomination of Rita Fogelman to RCLS Board of Trustees:

President Berger presented to the Board for approval the nomination of Rita Fogelman for the *RCLS Board of Trustees* representing *Rockland County*.

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

RESOLVED, *That the Board nominate Rita Fogelman for the RCLS Board of Trustees representing Rockland County.*

The Resolution was passed by all those present (Ciardullo, absent). (RM#11-07/2024)

ii. Resignation of Victor Berger, President:

President Berger submitted his resignation from the Board for personal reasons after having served on the Board since 2013, and as President of the Board, since 2014.

President Berger stated that he had a wonderful experience serving on the Board for the community and that the Library has progressed nicely over the past decade. President Berger offered his gratitude to Director Gallagher, Finance Manager Abraham, Board Administrative Assistant Corrado, and the entire Library staff for an extraordinary job and dedication to the community.

Director Gallagher stated that President Berger was instrumental in the success of the *Renovation Project*.

On behalf of the entire Board, Vice-President Voce presented a *Recognition Plaque* to Berger honoring his four terms of service to the Library and thanked him for his many years of public service to the community.

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

RESOLVED, *That the Board appoint Patricia Voce as President of the Board.*

The Resolution was passed by all those present (Ciardullo, absent). (RM#12-07/2024)

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

RESOLVED, *That the Board appoint Nicholas A. Longo, Jr., as Vice-President of the Board.*

The Resolution was passed by all those present (Ciardullo, absent). (RM#13-07/2024)

f. Director's Report (Gallagher):

Director Gallagher had nothing further to report.

IV. UNFINISHED BUSINESS

None.

V. NEW BUSINESS

a. Board Communications (Ferguson, Secretary):

Secretary Ferguson had nothing to report.

VI. PUBLIC COMMENT

None.

VII. ADJOURNMENT

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed by all those present (Ciardullo, absent). (RM#14-07/2024)

Meeting was adjourned at 8.27 p.m.

Submitted by James Ferguson, Secretary
Board of Trustees
NEW CITY LIBRARY
July30, 2024

JF/kc