



(APPROVED 09/15/22)

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

August 18, 2022 (7 p.m.)

(New City Library Express, 198 S. Main St., New City, NY)

PRESENT: Victor Berger, President
David Zuckerberg, Vice-President
Denis O'Hanlon, Treasurer (*via mobile*)
Robert Axelrod, Associate Treasurer
Lisa Coughlin, Secretary
Jeffrey Sasson, Trustee (*via mobile*)
Patricia Voce, Trustee

ABSENT: Phyllis Morena, Trustee
Patricia Ranieri, Trustee
Marianne Gallagher, Library Director

STAFF: 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 7:05 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 last month's *Minutes*.

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

RESOLVED, *That the Board accept the Minutes of the Regular Meeting of the Board of Trustees of July 21, 2022.*

The Resolution was passed by all those present (Morena and Ranieri, absent).
(RM#1-08/2022)

III. REPORTS

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

Due to the low volume of Treasurer O’Hanlon’s cell phone, Finance Manager Abraham reported on the following:

i. Financial Report and Warrant:

The Library’s operating expenditures for the month were below budget and the *Warrant* includes renovation fees.

Abraham 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 #1 in the amount of \$939,430.*

The Resolution was passed by all those present (Morena and Ranieri, absent).
(RM#2-08/2022)

ii. FY2024 Proposed Budget

Abraham presented the *FY2024 Proposed Budget*, which reflects a 2% increase in the tax levy, to the Board for approval.

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

RESOLVED, *That the Board approve the FY2024 Proposed Budget.*

The Resolution was passed by all those present (Morena and Ranieri, absent).
(RM#3-08/2022)

iii. New York State Department of Library Development Grant

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*.

- Upon motion made by Zuckerberg and duly seconded by Axelrod, 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 (Morena and Ranieri, absent).
(RM#4-08/2022)

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

Sasson reported on the following:

i. Redesign Project: Change Order: Stormwater Runoff Infiltration System:

A larger *Stormwater Runoff Infiltration System* is needed, resulting in a \$45,000 additional charge.

ii. Redesign Project: Change Order: Ceiling Tiles:

Portions of the acoustical ceiling tile system, originally planned to remain untouched, will be removed and replaced for mechanical access purposes, resulting in a \$104,000 additional charge.

iii. Redesign Project: Inspection of Switchgear System:

The *Switchgear System* will be inspected to determine if it is operating correctly.

iv. Redesign Project: Automatic Generator:

Consigli Construction Company is looking into options for installing a generator to maintain the basement pumps in the event of a power outage.

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

Due to Morena's absence, there was no report.

d. Legal Affairs Committee (Ranieri, Chair):

Due to Ranieri's absence, Axelrod reported on the following:

i. RCLS: ILS Contract:

The *Committee* met to discuss the *Ramapo Catskill Library System (RCLS)* proposed *ILS Contract*. Further review will be necessary.

e. Ad Hoc Committees:

i. Election Committee: Trustee Election 2022 (Coughlin, Chair):

Coughlin reported on the following:

- The following three *Trustees* have terms expiring:
 - *Jeffrey Sasson* (3rd Term)
 - *Patricia Voce* (1st Term)
 - *David Zuckerberg* (3rd Term)
- **Incumbents** interested in running for re-election must submit the *Notification of Intent to Run for Re-election for Trustee of the Board* form to the *Administration Office* by October 1.
- **Residents** interested in running for this year's *Trustee Election* must submit an *Application and Petition for Trustee of the Board* form by the deadline of 4:45 p.m. on or before Wednesday, October 12, to the Library's *Administration Office*. Forms are available on the Library website, at the service desks, and at the *Administration Office* beginning this Monday, August 22.

Sasson suggested that the applicants be encouraged to meet with the Board members.

f. President's Report (Berger):

President Berger had nothing to report.

g. Director's Report (Gallagher):

Due to Director Gallagher's absence, President Berger referred to Gallagher's written *Director's Report*.

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 Zuckerberg, it was:

RESOLVED, *That the Board adjourn the meeting.*

The Resolution was passed by all those present (Morena and Ranieri, absent; Axelrod not present for the vote due to his early departure at 7:20 p.m.).
(RM#5-08/2022)

Meeting was adjourned at 7:39 p.m.

Submitted by Lisa Coughlin, Secretary
Board of Trustees
NEW CITY LIBRARY
August 23, 2022

LC/kc