



(APPROVED 10/21/21)
**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY**
September 23, 2021
(7 p.m.)

PRESENT: Victor Berger, President
David Zuckerberg, Vice-President
Denis O’Hanlon, Treasurer
Lisa Coughlin, Trustee
Phyllis Morena, Trustee
Patricia Ranieri, Trustee
Patricia Voce, Trustee

ABSENT: Robert Axelrod, Secretary
Jeffrey Sasson, Trustee

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

GUESTS: Julien Roche, Teen Volunteer
Amy Chesman, Children’s Librarian

I. INTRODUCTORY

a. Meeting Called to Order:

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

The *Pledge of Allegiance* was recited.

b. Guests: Volunteer Recognition: Julien Roche:

Children’s Librarian Amy Chesman introduced Julien Roche, an exceptional teen, who has volunteered at the Library assisting with the *Children’s Department’s Chess Club* for five years. Chesman commended Roche on his dedication to serving his community. On behalf of the Board of Trustees, Chesman presented Roche with a *Certificate of Recognition*. The Board applauded Roche’s efforts and wished him well in his future endeavors.

II. PUBLIC COMMENT

There were no public comments offered.

III. REVIEW OF THE MINUTES OF THE PREVIOUS MEETING

In the absence of Secretary Axelrod, President Berger presented to the Board for acceptance the proposed *Minutes of the Regular Meeting of the Board of Trustees of August 19, 2021*. Vice-President Zuckerberg offered an amendment to page 2 under Section IV(a)(i) to replace the word “finances” with “expenditures” and the amended section should read as follows:

Treasurer O’Hanlon reported that the Library’s expenditures for the month were \$399,334.

IV. REPORTS

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

i. Financial Report of August 31, 2021, and Warrant #2:

Treasurer O’Hanlon reported that the Library’s expenditures for the month were \$319,792.

O’Hanlon presented to the Board for approval the *Financial Report of August 19, 2021, and Warrant #2*.

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

RESOLVED, *that the Board approve Warrant #2 in the amount of \$319,792.*

The Resolution was passed by all those present (Axelrod and Sasson, absent).
(RM#1-09/2021)

ii. State and Municipal (SAM) Grant:

O’Hanlon reported that a provision of the *State and Municipal (SAM) Grant*, for which the Library is applying to fund the construction of the *Maker Terrace*, requires a resolution from the Board indicating that the Library will reserve capital funds for the project. *Senator Reichlin-Melnick* has nominated the Library for a \$75,000 *SAM Grant* for the *Maker Terrace*. The anticipated cost of constructing the *Maker Terrace* is \$87,690.

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

RESOLVED, that the Board reserve funds in the amount of \$87,690 from the capital account held at PCSB Bank for construction costs of the *Maker Terrace*, in accordance with the requirements of the *State and Municipal Grant (SAM) application*.

The Resolution was passed by all those present (Axelrod and Sasson, absent). (RM#2-09/2021)

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

In the absence of Sasson, Director Gallagher reported on the following:

i. Redesign Project: Construction Documents:

Gallagher reported that the drafting of the construction documents has commenced.

ii. Redesign Project: Fixtures, Furniture, and Equipment:

Gallagher reported that she met virtually with the architect and the interior designer to discuss the *Fixtures, Furniture, and Equipment (FFE) Phase*. Additionally, Gallagher reported that Architects Jim Kovach and John Trevor were at the Library during the day to match the exterior brick.

iii. Redesign Project: Renovation Information Page:

Gallagher reported that Community Relations Head Veronica Reynolds is currently producing a video summarizing the renovation, which will be

uploaded to the website as a *Renovation Information Page* for patrons to view. Gallagher plans to launch the video shortly.

iv. Temporary Location: Lease:

Gallagher reported that the lease for the temporary location has not yet been signed due to pending minor adjustments.

March 1 is the anticipated deadline requiring that the Library be emptied and readied for construction to commence.

Gallagher is setting up a meeting at the proposed temporary location with the Library's IT consultant.

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

Morena had nothing to report.

d. Legal Affairs Committee (Axelrod, Chair):

In the absence of Axelrod, Director Gallagher reported that she has been in contact with the Library's attorney regarding the lease for the proposed temporary location. Recommended adjustments from the attorney were minor.

e. Ad Hoc Committees:

i. Election Committee:

In the absence of Committee Chair Sasson, Trustee Voce reported on the following:

- For residents interested in running for this year's *Trustee Election*, the deadline to submit an *Application and Petition for Trustee of the Board* form is Wednesday, October 13, by 4:45 p.m., to the Library's *Administration Office*. Forms are available on the Library website, at the service desks, and at the *Administration Office*.
- All three incumbents (*Robert Axelrod, Victor Berger, and Patricia Ranieri*) have submitted their intent to run for re-election.

- Committee members Coughlin and Voce arranged a meeting with a patron interested in learning about the duties and responsibilities of the Board of Trustees and how the Board serves the Library and the community.

f. President’s Report (Berger):

President Berger had nothing to report; however, he commended the Board committees, the Director, and the staff on the outstanding performance of not only running the Library, but rebuilding it, as well.

g. Director’s Report (Gallagher):

Gallagher referred to her written *Director’s Report*. In addition, Director Gallagher reported on the following:

i. West Nyack Board of Trustees:

Director Gallagher reported that the *West Nyack Board of Trustees* expressed an interest in arranging a meeting of the two Boards to become acquainted, to discuss the upcoming renovation and budget vote, and to obtain an update of each library’s happenings. Director Gallagher will prepare a *Doodle Poll* for both Boards.

V. UNFINISHED BUSINESS

None.

VI. NEW BUSINESS

a. Board Communications (Axelrod, Secretary):

In the absence of Secretary Axelrod, Director Gallagher reported that email communications are being received from the *Rockland Community Foundation* notifying the Board that donations have been made to the fundraising fund for the renovation.

VII. ADJOURNMENT

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed by all those present (Axelrod and Sasson, absent).
(RM#3-09/2021)

Meeting was adjourned at 7:36 p.m.

Submitted by Robert Axelrod, Secretary
Board of Trustees
NEW CITY LIBRARY
September 24, 2021

RA/kc