



**(APPROVED 11/20/25)**  
**MINUTES OF THE**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**NEW CITY LIBRARY**  
October 16, 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

Roxanne T. Perrone, Trustee  
Mindy Rader, Trustee  
Patricia Ranieri, Trustee  
Jeffrey Sasson, Trustee

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

**ABSENT:** James Ferguson, Secretary  
Joseph Ciardullo, Trustee

**I. INTRODUCTORY**

a. Meeting Called to Order:

The meeting was called to order at 7:01 p.m.

The *Pledge of Allegiance* was recited.

**II. REVIEW OF THE MINUTES OF THE PREVIOUS MEETING**

Due to Secretary Ferguson's absence, President Voce presented to the Board for acceptance the *Regular Minutes* of the previous month's meeting.

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

RESOLVED, *That the Board accept the Minutes of the Regular Meeting of the Board of Trustees of September 18, 2025.*

The Resolution was passed by all those present (Ciardullo and Ferguson, absent). (RM#1-10/2025)

### III. REPORTS

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

i. Financial Report and Warrant:

Treasurer Axelrod reported that the Library's operating expenditures were \$506,609 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 Longo, it was:

RESOLVED, *That the Board approve Warrant #3 in the amount of \$506,609.*

The Resolution was passed by all those present (Ciardullo and Ferguson, absent). (RM#2-10/2025)

ii. FY2027 Proposed Budget Hearing/Vote:

Treasurer Axelrod reported that the *FY2027 Proposed Budget Hearing* will be held at the Library on December 2. The *FY2027 Proposed Budget Vote* will be held on December 10, with a snow date of December 17.

iii. PCSB Bank/Chase Bank Transfers:

Treasurer Axelrod reported that funds in the amount of \$1,000,000 will need to be transferred from the *PCSB Bank* high yield savings account, with \$500,000 to be deposited into the *PCSB Bank* invoice account to pay the regular operating expenses and \$500,000 to be deposited into the *Chase Bank* invoice account for payroll until the tax check is received from the *Clarkstown School District*.

Axelrod presented it to the Board for approval.

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

RESOLVED, *That the Board approve the transfer of \$1,000,000 from the PCSB Bank high yield savings account, with \$500,000 to be deposited into the PCSB*

Bank invoice account and \$500,000 to be deposited into the Chase Bank invoice account.

The Resolution was passed by all those present (Ciardullo and Ferguson, absent). (RM#3-10/2025)

iv. Personnel:

Axelrod reported that personnel matters will need to be discussed in an *Executive Session*.

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

RESOLVED, *That the Board enter into an Executive Session to discuss personnel matters.*

The Resolution was passed by all those present (Ciardullo and Ferguson, absent). (RM#4-10/2025)

The Board entered into an *Executive Session* at 7:11 p.m.

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

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

The Resolution was passed by all those present (Ciardullo and Ferguson, absent). (RM#5-10/2025)

The Board resumed the *Regular Meeting* at 7:26 p.m.

Axelrod reported that the Board approved the following personnel appointments in an *Executive Session*:

- Emily Lopez, *Library Assistant I – Part-time, Support Services*
- Nanor Pogolian, *Librarian II, Adult Services*

Lopez will start on October 27 and Pogolian will start on December 1.

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

Sasson reported that the *Committee* met on October 8 to discuss the following current projects:

Switchgear and Generator: *Orange & Rockland* must determine if a dedicated gas line will be needed if the generator will be operated by natural gas. *Request for Proposals (RFPs)* will be sent out once the drawings are complete.

Window Project: Nothing new to report.

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):

Due to Ciardullo's absence, Vice-President Longo reported on the following:

- Incumbents Ferguson, Sasson, and Voce have submitted their intent to run for re-election.
- The deadline of October 8 has now passed for applicants to submit an *Application and Petition for Trustee of the Board* form.
- Three applications have been received from residents and voter signatures have been verified.
- The slate of *Candidates*, who will be listed on the *Ballot*, will be officially announced at the November Board meeting. Copies of the *Candidate Statements* will be available beginning November 21.
- The *Application for Absentee Ballot* forms are now available on the Library website, at the service desks, and at the *Administration Office* until Tuesday, December 9, which is the day before the *Trustee Election*.
- The *Trustee Election* will be held on Wednesday, December 10, from 9 a.m.-9 p.m., at the Library. The *Snow Date* is December 17.

f. President’s Report (Voce):

President Voce had nothing to report.

g. Director’s Report (Gallagher):

Director Gallagher referred to her written report.

**IV. UNFINISHED BUSINESS**

a. Open Items:

i. Focus Groups: Strategic Plan (Gallagher):

Director Gallagher reported that patrons have been participating in the recent online survey, which results will be analyzed for the *Long Range Plan*.

ii. Professional Development: Customer Service Training (Gallagher):

Director Gallagher reported that she is participating in several customer service training tutorials in order to select the appropriate training for staff.

**V. NEW BUSINESS**

a. RCLS 2026 Operating Budget (Axelrod, Treasurer):

Treasurer Axelrod reported that the *Personnel and Finance Committee* recommends that the Board table the *RCLS 2026 Operating Budget* vote discussion until the *Committee* meets to review it.

b. Annual Staff Meeting (Axelrod, Treasurer):

Treasurer Axelrod reported that the *Annual Staff Meeting* will be held at the Library on January 23 with a snow date of January 30. Axelrod presented to the Board for approval the expenditure of up to \$2,000 for the *Annual Staff Meeting*.

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

RESOLVED, *That the Board approve the expenditure of up to \$2,000 for the Annual Staff Meeting.*

The Resolution was passed by all those present (Ciardullo and Ferguson, absent). (RM#6-10/2025)

c. Board Communications (Ferguson, Secretary):

Due to Secretary Ferguson’s absence, there was nothing to report.

**VI. PUBLIC COMMENT**

None.

**VII. ADJOURNMENT**

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed by all those present (Ciardullo and Ferguson, absent). (RM#7-10/2025)

Meeting was adjourned at 7:47 p.m.

Submitted by James Ferguson, Secretary  
Board of Trustees  
NEW CITY LIBRARY  
October 29, 2025

JF/kc