



NEW CITY LIBRARY

SERVING THE COMMUNITIES OF NEW CITY, CONGERS AND BARDONIA

**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY
October 20, 2016**

PRESENT: Victor Berger, President Agin Antony, Trustee
Joseph Reiter, Vice President Robert Axelrod, Trustee
Ralph Sabatini, Treasurer Anthony Feliciano, Trustee
David Zuckerberg, Secretary Jeffrey Sasson, Trustee

ABSENT: Phyllis Morena, Trustee

STAFF: Marianne Silver, Director
Shibu Abraham, Finance/Facilities Manager
Kelly Corrado, Administrative Assistant

GUESTS: None

I. INTRODUCTORY

a. Meeting Called to Order:

The meeting was called to order at 7:04 p.m. The *Pledge of Allegiance* was recited.

b. Public Comments:

No public comments were offered.

II. REVIEW OF THE MINUTES OF THE PREVIOUS MEETING

Secretary David Zuckerberg presented the proposed *Minutes of the Regular Meeting of the Board of Trustees of September 15, 2016*, for acceptance with the correction of two typographical errors.

- Upon motion made by David Zuckerberg and duly seconded by Ralph Sabatini, it was:

RESOLVED, that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of September 15, 2016, with the correction of two typographical errors.

The Resolution was passed unanimously by all those present (Phyllis Morena absent). (RM#1-10/2016)

III. REPORTS

a. Personnel and Finance Committee (R. Sabatini, chair):

i. Personnel:

Ralph Sabatini reported that a personnel issue will be discussed in *Executive Session*.

ii. Financial Report of September 30, 2016, and Warrant #3:

Ralph Sabatini reported that the Library is under budget in collections from *Clarkstown Central School District* and that *CCSD* changed their policy regarding payments. Sabatini explained the policy change to the Board.

Sabatini presented the *Financial Report of September 30, 2016, and Warrant #3* for approval.

- Upon motion made by David Zuckerberg and duly seconded by Robert Axelrod, it was:

RESOLVED, that the Board approve Warrant #3 in the amount of \$349,734.

The Resolution was passed unanimously by all those present (Phyllis Morena absent). (RM#2-10/2016)

b. Building and Grounds Committee (J. Sasson, chair):

Jeffrey Sasson stated that the Committee did not meet this past month.

i. Parking Lot Project:

On behalf of the Board, Victor Berger congratulated Jeffrey Sasson and Shibu Abraham on a job well done on the *Parking Lot Project*. Berger further commented that the paving gave the Library an entirely new look.

ii. Building Renovation:

Jeffrey Sasson commented that Marianne Silver is currently away attending a seminar on library renovation and design. Sasson suggested that the Board may want to think about setting aside funds in the event that an architectural study is needed on whether or not the Library can be renovated or should be rebuilt.

Shibu Abraham suggested that the front steps be looked into for future repair.

iii. Patio Paver Fundraiser Project:

Robert Axelrod reported that the *Patio Paver Fundraiser Project* is off to a good start with thirteen pavers already purchased. Axelrod stated that he and several of the staff have already purchased pavers and he encouraged the board members to promote the *Project* to their family, neighbors, and friends.

Victor Berger expressed concern that the *Project* needs more publicity in order to promote it. Axelrod commented that holding a ribbon-cutting ceremony can bring much-needed attention to the new patio, which will promote the *Fundraiser*. Axelrod would like to speak with Veronica Reynolds, Head of Community Relations, about best practices for promoting the *Fundraiser*. Shibu Abraham suggested posting it on social media outlets, which posts can be shared publicly.

c. Policy and Planning Committee (P. Morena, chair):

No report was offered due to the absence of Phyllis Morena.

d. Ad Hoc Committees:

i. Liaison to the Friends of the New City Library (R. Axelrod, chair):

Robert Axelrod offered no report due to the inactivity of the *Friends of the Library*.

ii. Legal Affairs of the New City Library (J. Reiter, chair):

Joseph Reiter stated that no legal issues were raised this month; therefore, he had no report to offer.

iii. Nominating Committee (J. Reiter, chair):

Joseph Reiter reported that the *Nominating Committee* has reviewed submissions and has unanimously agreed to nominate the three current board members running for re-election—Ralph Sabatini, Jeffrey Sasson, and David Zuckerberg.

Reiter further reported that one other application has been received from Fred Sandner, who is a fine candidate, however, he was not selected by the *Nominating Committee* because the *Committee* felt that the three current board members were doing well. Reiter stated that Sandner has the option

of filing a *Petition for Trustee of the Board of New City Library*. The deadline to file a *Petition* is the second Wednesday in November.

- Upon motion made by Joseph Reiter and duly seconded by Robert Axelrod, it was:

RESOLVED, that the Board nominate Ralph Sabatini, Jeffrey Sasson, and David Zuckerberg to run for re-election for Trustee of the Board of New City Library.

The Resolution was passed unanimously by all those present (Ralph Sabatini, Jeffrey Sasson, and David Zuckerberg abstaining, Phyllis Morena absent). (RM#3-10/2016)

David Zuckerberg raised questions about the dates when the applications and petitions are available to the public for the trustee election process. Joseph Reiter stated that the *Trustee Election Process* was reviewed by the *Nominating Committee*, who, on October 18, 2016, approved a revised version to reflect more general procedures by leaving out dates in the document. Reiter presented the revised *Trustee Election Process* for acceptance.

- Upon motion made by Joseph Reiter and duly seconded by Ralph Sabatini, it was:

RESOLVED, that the Board accept the revised procedures of the *Trustee Election Process*.

The Resolution was passed unanimously by all those present (Phyllis Morena absent). (RM#4-10/2016)

e. President (V. Berger):

Victor Berger offered no report; however, he requested that the *Committees* set up meetings over the next few months to wrap-up any outstanding matters.

f. Director (M. Silver):

Marianne Silver was out-of-town attending a seminar on library renovation and design; therefore, no report was offered due to her absence.

IV. UNFINISHED BUSINESS

a. RCLS Operating Budget:

The *RCLS Operating Budget* was not discussed.

No other unfinished business was reported.

V. NEW BUSINESS**a. Board Communications:**

David Zuckerberg received a patron complaint regarding the Library's scheduling of programs on religious holidays, which the patron felt was not appropriate. Zuckerberg responded to the patron explaining that full Library services, including programming, are offered on the days that the Library is open, which is seven days a week, including most holidays (except during the summer months when the Library is closed on Sundays) and that scheduling conflicts cannot therefore be avoided, especially since the Library plans to increase its programming and services available to the public.

b. Trustee Term of Office:

Victor Berger explained that the Board would like to change the wait time between terms of office for trustees. Berger presented to the Board a proposed amendment to the Bylaws for acceptance.

- Upon motion made by Robert Axelrod and duly seconded by Agin Antony, it was:

RESOLVED, that the Board accept the proposed amendment to the fourth sentence of Article IV, Section 6(b) of the Bylaws of the New City Free Library to read as follows: "A Trustee who has served two consecutive elected terms shall not be eligible for re-election until the next election after the expiration of his or her second term."

The Resolution was passed with seven in favor (Jeffrey Sasson abstained, Phyllis Morena absent). (RM#5-10/2016)

VI. PUBLIC COMMENT

No public comments were offered.

VII. EXECUTIVE SESSION

- Upon motion made by Ralph Sabatini and duly seconded by David Zuckerberg, it was:

RESOLVED, that the Board enter into an Executive Session to discuss a personnel evaluation.

The Resolution was passed unanimously by all those present (Phyllis Morena absent). (RM#6-10/2016)

The Board entered into *Executive Session* at 7:27 p.m.

VIII. ADJOURNMENT

- Upon motion made by Victor Berger and duly seconded by Joseph Reiter, it was:

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed unanimously by all those present (Phyllis Morena absent). (RM#07-10/2016)

Meeting was adjourned at 7:32 p.m.

Submitted by David Zuckerberg, Secretary
Board of Trustees
NEW CITY LIBRARY
November 11, 2016

DZ/kc

MOTIONS

(RM#1-10/2016) Upon motion made by David Zuckerberg and duly seconded by Ralph Sabatini, it was:

RESOLVED, that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of September 15, 2016, with the correction of two typographical errors.

The Resolution was passed unanimously by all those present (Phyllis Morena absent). (RM#1-10/2016)

(RM#2-10/2016) Upon motion made by David Zuckerberg and duly seconded by Ralph Sabatini, it was:

RESOLVED, that the Board approve Warrant #3 in the amount of \$349,734.

The Resolution was passed unanimously by all those present (Phyllis Morena absent). (RM#2-10/2016)

(RM#3-10/2016) Upon motion made by Joseph Reiter and duly seconded by Ralph Sabatini, it was:

RESOLVED, that the Board nominate Ralph Sabatini, Jeffrey Sasson, and David Zuckerberg to run for re-election for Trustee of the Board of New City Library.

The Resolution was passed unanimously by all those present (Ralph Sabatini, Jeffrey Sasson, and David Zuckerberg abstaining, Phyllis Morena absent). (RM#3-10/2016)

(RM#4-10/2016) Upon motion made by Joseph Reiter and duly seconded by Ralph Sabatini, it was:

RESOLVED, that the Board accept the revised procedures of the Trustee Election Process.

The Resolution was passed unanimously by all those present (Phyllis Morena absent). (RM#4-10/2016)

(RM#5-10/2016) Upon motion made by Robert Axelrod and duly seconded by Agin Antony, it was:

RESOLVED, that the Board accept the proposed amendment to the fourth sentence of Article IV, Section 6(b) of the Bylaws of the New City Free Library to read as follows: "A Trustee who has served two consecutive elected terms shall not be eligible for re-election until the next election after the expiration of his or her second term."

The Resolution was passed with seven in favor (Jeffrey Sasson abstained, Phyllis Morena absent). (RM#5-10/2016)

(RM#6-10/2016) Upon motion made by Ralph Sabatini and duly seconded by David Zuckerberg, it was:

RESOLVED, that the Board enter into an Executive Session to discuss a personnel evaluation.

The Resolution was passed unanimously by all those present (Phyllis Morena absent). (RM#6-10/2016)

(RM#7-10/2016) Upon motion made by Victor Berger and duly seconded by Joseph Reiter, it was:

RESOLVED, that the Board adjourn the meeting.

The Resolution was passed unanimously by all those present (Phyllis Morena absent). (RM#07-10/2016)