



(APPROVED 12/21/23)
MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY
November 16, 2023 (7 p.m.)
(New City Library, 220 North Main St., New City, NY)

PRESENT: Victor Berger, President
Patricia Voce, Vice-President
Robert Axelrod, Treasurer
Lisa Coughlin, Secretary

James Ferguson, Trustee
Nicholas A. Longo, Jr., Trustee
Patricia Ranieri, Trustee

STAFF: Marianne Gallagher, Library Director
Kelly Corrado, Administrative Assistant (*via Zoom*)

ABSENT: Phyllis Morena, Trustee
Jeffrey Sasson, Trustee
Shibu Abraham, Facilities and Finance Manager

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

Secretary's Coughlin presented to the Board for acceptance the *Minutes* of the previous month's meeting.

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

RESOLVED, *That the Board accept the Minutes of the Regular Meeting of the Board of Trustees of October 19, 2023.*

The Resolution was passed by all those present (Morena and Sasson, absent).
(RM#1-11/2023)

III. REPORTS

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

i. Financial Report and Warrant:

Treasurer Axelrod reported that the Library's operating expenditures were \$376,953 and the capital expenditures were \$277,813.

Axelrod 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 #4 in the amount of \$654,766.*

The Resolution was passed by all those present (Morena and Sasson, absent).
(RM#2-11/2023)

A short discussion followed regarding potential investment earnings. The *Committee* will meet to discuss possible options.

ii. RCLS 2024 Operating Budget/ILS Budget:

Treasurer Axelrod reported that the *Committee* met earlier in the week to discuss the *Ramapo Catskill Library System (RCLS) 2024 Operating Budget/ILS Budget* and recommends that the Board not accept those budgets. At the meeting, the *Committee* requested that Director Gallagher draft a letter explaining to RCLS the reasons why the Board does not accept.

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

RESOLVED, *That the Board not accept the RCLS 2024 Operating Budget/ILS Budget.*

The Resolution was passed by all those present (Morena and Sasson, absent).
(RM#3-11/2023)

iii. Annual Staff Meeting:

Treasurer Axelrod presented to the Board for approval the expenditure of up to \$2,000 for the *Annual Staff Meeting*.

- Upon motion made by Coughlin and duly seconded by Ferguson, 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 (Morena and Sasson, absent). (RM#4-11/2023)

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

i. Renovation Project:

Roof Top Units: Due to Sasson's absence, Director Gallagher reported that the *Committee* met to discuss the quote by *Trane* to repair the five *Roof Top Units (RTUs)* for \$42,442. Director Gallagher presented it to the Board for approval.

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

RESOLVED, *That the Board approve Trane to repair five Roof Top Units in the amount of \$42,442.*

The Resolution was passed by all those present (Morena and Sasson, absent). (RM#5-11/2023)

Boiler Issues: Director Gallagher reported that a quote was received from *Johnson Controls* for repairs to the boiler. Gallagher will obtain another quote from a different company for comparison. The work is anticipated to be under \$5,000; thus, no Board approval is required.

Plumbing Issues: Director Gallagher reported that the plumbers re-pitched the areas of concern. The low-flow toilets may be contributing to the problem of sewage backing up.

Elevator Issues: Director Gallagher reported that minor structural steelwork needs to be performed on the new elevator.

Furniture and Shelving: Director Gallagher reported that some furniture and shelving has not yet arrived.

Drainage Project: Director Gallagher reported that the *Drainage Project* is more involved than was previously anticipated.

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

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

d. Legal Affairs Committee (Ranieri, Chair):

Ranieri had nothing to report.

e. Ad Hoc Committee: Bargaining Negotiating Committee (Berger, Chair):

President Berger reported that there has been no activity since the *Committee* last met with the *Staff Association* regarding the *Collective Bargaining Agreement*, which expired on June 30. President Berger will reach out to the *Staff Association*.

f. Ad Hoc Committee: Election Committee (Ranieri, Chair):

Ranieri reported on the following:

- The candidates for this year’s *Trustee Election* are as follows:
 - Incumbent Nicholas A. Longo, Jr.
 - Resident Joseph Ciardullo
 - Resident Roxana Ivonne Halo
 - Resident Casey Matteson
 - Resident Roxanne Perrone
 - Resident Ritza Santiago
 - Resident Bonnie Winograd

- The *Candidate Statements* will be available beginning tomorrow, on the Library website, at the service desks, and at the *Administration Office*.

- The *Application for Absentee Ballot* forms are now available on the Library website, at the service desks, and at the *Administration Office*.
- The *Trustee Election* will be held on Wednesday, December 13, from 9 a.m.-9 p.m., at the Library. Snow date is December 20.
- Three candidates have expressed interest in meeting with the *Election Committee*. Tentative dates to meet those candidates are November 28 and 30.

g. President's Report (Berger):

President Berger had nothing to report.

h. Director's Report (Gallagher):

Director Gallagher had nothing further to report.

IV. UNFINISHED BUSINESS

a. Budget Hearing and Budget Vote (Axelrod):

Treasurer Axelrod reported on the following:

- The *Budget Hearing* for the *FY2025 Proposed Budget* will be held on Tuesday, December 5, at 7 p.m., at the *New City Library*.
- The *Budget Vote* will be held on Wednesday, December 13, from 9 a.m.-9 p.m., at the *New City Library*. Snow date will be December 20.
- Copies of the *Budget* will be available on the Library's website, at the service desks, and at the *Administration Office* beginning tomorrow.

b. Patio Paver Project (Corrado):

Administrative Assistant Corrado reported that 17 pavers will be installed in the outdoor patio next week for the *Patio Paver Project*.

Axelrod was pleased to report that he is a member of an organization that meets at the Library and the organization voted to purchase a 9" x 13" paver.

V. NEW BUSINESS

a. Board Communications (Coughlin, Secretary):

None.

VI. PUBLIC COMMENT

None.

VII. ADJOURNMENT

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed by all those present (Morena and Sasson, absent).
(RM#6-11/2023)

Meeting was adjourned at 7:54 p.m.

Submitted by Lisa Coughlin, Secretary
Board of Trustees
NEW CITY LIBRARY
November 27, 2023

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