



PRESENT: Victor Berger, President
Ralph Sabatini, Vice-President
Denis O'Hanlon, Treasurer
Robert Axelrod, Secretary
Edward Bertolino, Trustee
Phyllis Morena, Trustee
Patricia Ranieri, Trustee
David Zuckerberg, Trustee

ABSENT: Jeffrey Sasson, Trustee

STAFF: Marianne Gallagher, Director
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 7:01 p.m.

The *Pledge of Allegiance* was recited.

II. REVIEW OF THE MINUTES OF THE PREVIOUS MEETING

Due to the absence of Secretary Axelrod at the previous meeting, President Berger presented to the Board for acceptance the proposed *Minutes of the Regular Meeting of the Board of Trustees of October 17, 2019*.

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

RESOLVED, *that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of October 17, 2019.*

The Resolution was passed by all those present (Sasson, absent). (RM#1-11/2019)

III. REPORTS

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

i. Financial Report of October 31, 2019, and Warrant #4:

Treasurer O’Hanlon reported that the finances are in order and in good shape.

O’Hanlon presented to the Board for approval the *Financial Report of October 31, 2019, and Warrant #4*.

- Upon motion made by Sabatini and duly seconded by Bertolino, it was:

RESOLVED, *that the Board approve Warrant #4 in the amount of \$307,199.*

The Resolution was passed by all those present (Sasson, absent). (RM#2-11/2019)

ii. Personnel:

O’Hanlon had nothing to report.

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

i. Redesign Project:

Due to Sasson’s absence, Gallagher reported that Donald MacDonald will create a *Request for Proposal (RFP)* for architects to submit proposal bids. A short discussion followed.

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

Morena reported that the *Bylaws* need to be updated. Although there are no inconsistencies with the substance of intent between the *New York State Library Charter, Statute, and Library’s Bylaws*, the differences in the language written in all documents needs to be consistent. Morena presented the amended *Bylaws* to the Board for approval.

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

RESOLVED, *that the Board adopt the Bylaws as amended.*

The Resolution was passed by all those present (Sasson, absent). (RM#3-11/2019)

d. Legal Affairs Committee (Axelrod, Chair):

Axelrod reported that he had consulted with the attorney regarding public comments at Board meetings. Upon attorney recommendation, the *Policy and Planning Committee* will draft a *Public Comments Policy* for Board approval.

e. Nominating Committee (Morena, Chair):

Morena reported that the following six candidates are on the *Ballot* for the *2019 Trustee Election*:

- Pei-Cen Lin
- John Maltbie
- Roy Oommen
- Jeffrey Sasson (running for a third term)
- Patricia Voce
- David Zuckerberg (running for a third term)

Morena reported that copies of the *Candidate Statements* and the *Proposed FY2021 Budget* are now available at all three service desks and on the website.

O’Hanlon offered his congratulations to Morena and the *Nominating Committee* for a job well done.

f. President (Berger):

Berger had nothing to report.

g. Director (Gallagher):

Gallagher referred to her *Director’s Report*. Gallagher also reported on the following:

i. Application for Absentee Ballot:

Gallagher reported that copies of the *Application for Absentee Ballot* will be available on November 22 at all three service desks and on the website. A short discussion followed regarding the number of *Absentee Ballots* an individual can pick up on behalf of other voters. The Board agreed that an authorized individual will be permitted to pick up only one *Absentee Ballot* for another voter.

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

RESOLVED, *that the Board approve authorized individuals be permitted to pick up only one Absentee Ballot for another voter.*

The Resolution was passed by all those present (Sasson, absent). (RM#4-11/2019)

ii. Holiday Decoration:

Gallagher reported that the Library will display a *Christmas Tree* and a *Menorah* in the Lobby for the holidays from December 9-30.

IV. UNFINISHED BUSINESS

a. FY2021 Budget Hearing/Vote:

Gallagher reminded the Board that this year's *Budget Hearing* for the proposed *FY2021 Budget* will be held at the Library on November 26. The *Budget Vote* will be held on December 11.

V. NEW BUSINESS

a. Patio Paver Project (Axelrod, Chair):

Axelrod reported that one additional paver had been sold this month, totaling 62 pavers thus far.

b. Board Communications (Axelrod, Secretary):

Axelrod had nothing to report.

VI. PUBLIC COMMENT

Public comments were offered.

President Berger thanked the public for the comments.

VII. ADJOURNMENT

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed by all those present (Sasson, absent). (RM#5-11/2019)

Meeting was adjourned at 7:34 p.m.

Submitted by Robert Axelrod, Secretary
Board of Trustees
NEW CITY LIBRARY
December 2, 2019

RA/kc