



**(APPROVED 12/19/24)**  
**MINUTES OF THE**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**NEW CITY LIBRARY**  
November 21, 2024 (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  
James Ferguson, Secretary  
Joseph Ciardullo, Trustee  
Roxanne T. Perrone, Trustee  
Mindy Rader, Trustee  
Patricia Ranieri, Trustee (*via Zoom*)  
Jeffrey Sasson, Trustee

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

**ABSENT:** None

**I. INTRODUCTORY**

a. Meeting Called to Order:

The meeting was called to order at 7:11 p.m.

The *Pledge of Allegiance* was recited.

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

Secretary Ferguson presented to the Board for acceptance the *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 October 17, 2024.*

The Resolution was passed unanimously. (RM#1-11/2024)

### III. REPORTS

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

i. Financial Report and Warrant:

Treasurer Axelrod reported that the Library's operating expenditures were \$517,302 and the capital expenditures were \$0. Axelrod explained that the increase in the balance of the *Chase Bank* invoice account this month is due to the receipt of the taxes from the *Clarkstown Central School District*.

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 #4 in the amount of \$517,302.*

The Resolution was passed unanimously. (RM#2-11/2024)

ii. Chase Bank/PCSB Bank Transfers:

Treasurer Axelrod reported that funds in the amount of \$1,000,000 will need to be transferred from the *Chase Bank* invoice account to the *PCSB Bank* invoice account to pay the regular operating expenses and that \$3,000,000 will be transferred from the *Chase Bank* invoice account to the *PCSB Bank* capital account since *PCSB Bank* offers a higher interest rate.

A short discussion followed regarding the possibility of investing the funds into short-term ventures. Finance Manager Abraham will research possible options.

Axelrod presented it to the Board for approval.

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

RESOLVED, *That the Board approve the transfer of \$1,000,000 from the Chase Bank invoice account to PCSB Bank invoice account and the transfer of \$3,000,000 from the Chase Bank invoice account to the PCSB Bank capital account.*

The Resolution was passed unanimously. (RM#3-11/2024)

iii. Annual Staff Meeting:

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

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

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

The Resolution was passed unanimously. (RM#4-11/2024)

iv. Budget Hearing and Budget Vote:

Axelrod reported on the following:

- The *Budget Hearing* for the *FY2026 Proposed Budget* will be held on Tuesday, December 3, at 7 p.m., at the *West Nyack Library*.
- The *Budget Vote* will be held on Wednesday, December 11, from 9 a.m.-9 p.m., at the *New City Library*. Snow date will be December 18.
- Copies of the *Budget* will be available on the Library's website, at the service desks, and at the *Administration Office* beginning tomorrow, November 22.

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

Sasson reported that the *Committee* did not meet. He deferred to Director Gallagher who reported on the following:

Sidewalk Repairs: Repairs on the deteriorating sidewalks are now complete.

West Wall Drainage Project: The drainage project has been moving along as planned and should be completed next month.

HVAC: The Library is awaiting the results of the *Testing and Balancing Report*.

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

Longo had nothing to report.

d. Legal Affairs Committee (Ranieri, Chair):

Ranieri recommended that the Board enter into an *Executive Session* at the end of the meeting to discuss pending litigation.

e. Ad Hoc Committee: Election Committee (Longo, Chair):

Longo reported on the following:

The candidates for this year's *Trustee Election* are as follows:

- Incumbent Robert Axelrod
- Alexander Buell
- Patricia Georgiadis
- Pei-Cen Lin
- Incumbent Mindy Rader
- Incumbent Patricia Ranieri

The *Candidate Statements* will be available beginning tomorrow, November 22, 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 11, from 9 a.m.-9 p.m., at the Library. The *Snow Date* is December 18.

On behalf of the Board, Longo invited Candidates Buell and Lin, who were in attendance, to introduce themselves.

f. President's Report (Voce):

President Voce had nothing to report.

g. Director’s Report (Gallagher):

Director Gallagher referred to her written report and also reported on the following:

News Photographer: A photographer from the *Journal News* will be photographing the Library for a news article on local libraries.

Woodglen Elementary School: Kindergartners from the *Woodglen Elementary School* toured the Library on October 11. The children sent notes thanking the children’s librarians for the tour.

**IV. UNFINISHED BUSINESS**

a. Patio Paver Project (Corrado):

Administrative Assistant Corrado reported that six pavers were recently installed in the outdoor patio.

**V. NEW BUSINESS**

a. Board Communications (Ferguson, Secretary):

Secretary Ferguson had nothing to report.

b. Children’s Department Play Toys:

President Voce commented that she would like to see more toys made available to children for playtime in the *Children’s Department*. Director Gallagher reported that the Library’s focus this year will be on expanding and enhancing the offerings and activities of the *Children’s Department*.

**VI. PUBLIC COMMENT**

The following public comments were received:

*A patron recommended that the Book Drop location be changed or lowered due to its current height, making it difficult for patrons with low vehicles to access the Book Drop easily.*

President Voce thanked the patron for her comment.

## VII. EXECUTIVE SESSION

Treasurer Axelrod reported that the Board will enter into an *Executive Session* to discuss pending litigation.

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

*RESOLVED, that the Board approve the attendance at the Executive Session of Facilities and Finance Manager Abraham and Administrative Assistant Corrado.*

The Resolution was passed unanimously. (EX-SESS-RM#1-11/2024)

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

*RESOLVED, that the Board enter into an Executive Session to discuss pending litigation.*

The Resolution was passed unanimously. (EX-SESS-RM#2-11/2024)

The Board entered into an *Executive Session* at 7:38 p.m.

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

*RESOLVED, that the Board adjourn Executive Session.*

The Resolution was passed unanimously. (EX-SESS-RM#3-11/2024)  
Executive Session adjourned at 7:55 p.m.

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

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

The Resolution was passed unanimously. (EX-SESS-RM#4-11/2024)

The Board resumed the *Regular Meeting* at 7:56 p.m.

## **VIII. ADJOURNMENT**

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed unanimously. (RM#5-11/2024)

Meeting was adjourned at 7:57 p.m.

Submitted by James Ferguson, Secretary  
Board of Trustees  
NEW CITY LIBRARY  
December 4, 2024

JF/kc