



(APPROVED 01/21/21)
MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY
December 17, 2020
(Via Zoom Video Conferencing)

PRESENT: Victor Berger, President
David Zuckerberg, Vice-President
Denis O’Hanlon, Treasurer
Robert Axelrod, Secretary
Phyllis Morena, Trustee
Patricia Ranieri, Trustee
Jeffrey Sasson, Trustee
Patricia Voce, Trustee

ABSENT: Edward Bertolino, Trustee

STAFF: Marianne Gallagher, Director
Shibu Abraham, Facilities & Finance Manager
Kelly Corrado, Administrative Assistant

GUEST: Ralph Sabatini, Trustee-Emeritus

I. INTRODUCTORY

a. Meeting Called to Order:

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

The *Pledge of Allegiance* was recited.

II. REVIEW OF THE MINUTES OF THE PREVIOUS MEETING

Secretary Axelrod presented to the Board for acceptance the proposed *Minutes of the Regular Meeting of the Board of Trustees of November 19, 2020*.

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

RESOLVED, *that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of November 19, 2020.*

The Resolution was passed by all those present (Sasson, abstained due to his absence at the November Board meeting; Bertolino, absent; Ranieri and Zuckerberg, not present for the vote due to their late arrival to the meeting).
(RM#1-12/2020)

III. REPORTS

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

i. Financial Report of November 30, 2020, and Warrant #5:

Treasurer O’Hanlon reported that the finances continue to remain in good shape. Expenses related to the retirement system in the amount of \$309,211 are reflected in this month’s financials. The retirement system offers an early-payment incentive enabling the Library to save approximately \$3,000.

O’Hanlon presented to the Board for approval the *Financial Report of November 30, 2020, and Warrant #5*.

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

RESOLVED, *that the Board approve Warrant #5 in the amount of \$734,634. The Resolution was passed by all those present (Bertolino, absent; Ranieri and Zuckerberg not present for the vote due to their late arrival to the meeting). (RM#2-12/2020)*

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

i. Redesign Project:

Sasson reported that the *Committee* met last week to discuss liability insurance for the contract and whether or not the insurance should be increased. Axelrod, *Chair of the Legal Affairs Committee*, reported that the matter had been reviewed by the Library’s counsel. A discussion followed.

Sasson presented to the Board for approval the contract with *VMDO Architects*.

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

RESOLVED, *that the Board approve the contract with VMDO Architects.*

The Resolution was passed by all those present (Bertolino, absent). (RM#3-12/2020)

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

i. Strategic Plan:

Morena reported that a concise, one-page *Strategic Plan* for the period of 2021-2023 had been created by Director Gallagher. Morena presented it to the Board for approval.

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

RESOLVED, *that the Board approve the Strategic Plan covering the period of 2021-2023.*

The Resolution was passed by all those present (Bertolino, absent; Ranieri and Zuckerberg now present for the meeting). (RM#4-12/2020)

d. Legal Affairs Committee (Axelrod, Chair):

Axelrod gave his report regarding the contract with *VMDO Architects* at the *Building and Grounds Committee* report.

e. Nominating Committee (Sasson, Chair):

Sasson congratulated Morena and O'Hanlon on their re-election to the Board and to newcomer Lisa Coughlin. Sasson reported that the *Trustee Election 2020* is now complete.

f. Negotiating Committee (Sasson, Chair):

Sasson combined his report regarding the negotiation of the contract with *VMDO Architects* with the *Building and Grounds Committee* report.

g. Patio Paver Project Committee (Axelrod, Chair):

Axelrod reported that the two memorial pavers honoring *Former Trustee Anthony Feliciano's* dedicated service to the Library have now been installed on the patio and Feliciano's family had been notified of the installations. A total of 64 pavers have been sold, thus far.

h. President’s Report (Berger):

i. Results: FY2022 Budget Vote:

President Berger reported that the *FY2022 Budget* passed (393 to 129).

ii. Results: 2020 Trustee Election:

President Berger reported that the following three candidates were elected as *Trustees*:

- Lisa Coughlin (190 votes) (*elected for a first term*)
- Denis O’Hanlon (171 votes) (*re-elected for a second term*)
- Phyllis Morena (129 votes) (*re-elected for a third term*)

President Berger offered congratulations to all on behalf of the Board.

iii. Resolution of Gratitude:

President Berger presented to the Board for acceptance a resolution in gratitude to the Library’s management and staff.

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

RESOLVED, that the Board of Trustees of the New City Library hereby unanimously extend their appreciation and thanks to the Management and the Staff of the New City Library for their efforts and dedication over the past months during the COVID-19 Pandemic to maintain the Library as a functioning entity and continuing to make available services to the patrons of the New City Library. At times like this, the fact that the Library services continue to be available is a meaningful contribution to the community and Management and Staff should be applauded.

The Resolution was passed by all those present (Bertolino, absent). (RM#5-12/2020)

i. Director’s Report (Gallagher):

Director Gallagher referred to her written report. In addition, Gallagher also reported on the following:

i. CARES Act Grant:

Gallagher reported that the Library had received a federal grant under *The Coronavirus Aid, Relief, and Economic Security (CARES) Act* in the amount of \$2,800 to subsidize the cost of *Personal Protective Equipment (PPE)* and sanitizing supplies that the Library had purchased during the *COVID-19 Pandemic* in order to maintain safety.

ii. Literacy Solutions Grant:

Gallagher reported that *Literacy Solutions* had received a grant in the amount of \$1,100 from the *Ramapo Catskill Library System (RCLS)* in support of *Literacy Solutions'* tutoring program.

iii. You-Tube Channel:

Gallagher reported that the Library's *You-Tube Channel* received 770 Likes and has 169 subscribers. Currently, the *Channel* offers 3,744 minutes of content and is constantly updated. Gallagher commended *Head of Community Relations Veronica Reynolds* and the librarian staff for their efforts in producing the content, enabling the patrons 24/7 availability to digital content.

iv. Online Programming:

Gallagher reported that the online programming is proving to be very popular. Sixty-eight patrons attended a recent online Monet lecture.

IV. UNFINISHED BUSINESS

None.

V. NEW BUSINESS

a. Board Communications (Axelrod, Chair):

Secretary Axelrod had nothing to report.

VI. PUBLIC COMMENT

No public comments were offered.

VII. ADJOURNMENT

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

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed by all those present (Bertolino, absent). (RM#6-11/2020)

Meeting was adjourned at 7:36 p.m.

Submitted by Robert Axelrod, Secretary
Board of Trustees
NEW CITY LIBRARY
December 21, 2020

RA/kc