



(APPROVED 01/16/20)  
**MINUTES OF THE  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
NEW CITY LIBRARY**  
December 19, 2019

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

**ABSENT:** Shibu Abraham, Facilities and Finance Manager  
Robert Axelrod, Secretary  
Jeffrey Sasson, Trustee

**STAFF:** Marianne Gallagher, Director  
Kelly Corrado, Administrative Assistant

**GUESTS:** None

**I. INTRODUCTORY**

a. Meeting Called to Order:

The meeting was called to order at 7:02 p.m.

The *Pledge of Allegiance* was recited.

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

Due to the absence of Secretary Axelrod, President Berger presented to the Board for acceptance the proposed *Minutes of the Regular Meeting of the Board of Trustees of November 21, 2019*.

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

RESOLVED, *that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of November 21, 2019.*

The Resolution was passed by all those present (Axelrod and Sasson, absent).  
(RM#1-12/2019)

### III. REPORTS

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

i. Financial Report of November 30, 2019, and Warrant #5:

Treasurer O’Hanlon reported on the following:

- The tax check from the *Town of Clarkstown* had been received.
- The *Bullet Aid* check from *Senator Carlucci* had been received.
- The transfer of \$2 million to *PCSB Bank* had been completed.
- The transfer of \$398,000 from the *Smith Barney* account to *PCSB Bank* is pending.
- Expenses related to the retirement system, the purchase of new computer software, and the annual audit are reflected in this month’s financials.
- The finances remain in good shape.

O’Hanlon presented to the Board for approval the *Financial Report of November 21, 2019, and Warrant #5.*

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

*RESOLVED, that the Board approve Warrant #5 in the amount of \$642,420.*

The Resolution was passed by all those present (Axelrod and Sasson, absent).  
(RM#2-12/2019)

ii. Annual Staff Meeting:

Treasurer O’Hanlon reported that the *Annual Staff Meeting* will be held on January 3, 2020. O’Hanlon proposed that \$1,500 be allocated to cover meeting expenses and presented the proposal to the Board for approval.

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

*RESOLVED, that the Board approve the amount of \$1,500 for the Annual Staff Meeting.*

The Resolution was passed by all those present (Axelrod and Sasson, absent).  
(RM#3-12/2019)

iii. 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 additional bids will be sought for the design and development phase of the *Redesign Project*. Donald MacDonald is drafting a *Request for Proposal (RFP)*, which should be ready by January 15, for architects to submit proposal bids.

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

Morena had nothing to report; however, the *Strategic Plan* needs to be updated.

d. Legal Affairs Committee (Axelrod, Chair):

Due to Axelrod’s absence, Berger reported that another law firm has requested to represent the Library. The Board agreed to continue with its current attorneys.

e. Ad Hoc Committees:

i. Nominating Committee (Morena, Chair):

Morena reported that the *2019 Trustee Election* is now complete.

f. President (Berger):

i. Results: FY2019 Budget Vote:

President Berger reported that the *FY2019 Budget* passed (405 to 108).

ii. Results: 2019 Trustee Election:

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

- David Zuckerberg (210 votes) (re-elected for a third term)
- Jeffrey Sasson (188 votes) (re-elected for a third term)
- Patricia Voce (166 votes)

g. Director (Gallagher):

In addition to her *Director's Report*, Gallagher reported that the Library will be launching a new event calendar software, *LibraryCalendar*, as well as a new museum pass software, *MuseumKey*. Both will be a welcome improvement.

**IV. UNFINISHED BUSINESS**

None.

**V. NEW BUSINESS**

a. Board Communications (Axelrod, Secretary):

Due to Axelrod's absence, there was no report.

**VI. PUBLIC COMMENT**

No public comments were offered.

**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 (Axelrod and Sasson, absent).  
(RM#4-12/2019)

Meeting was adjourned at 7:18 p.m.

Submitted by Victor Berger, President  
(Secretary Axelrod, absent)  
Board of Trustees  
NEW CITY LIBRARY  
January 9, 2020

VB/kc