



NEW CITY LIBRARY

SERVING THE COMMUNITIES OF NEW CITY, CONGERS AND BARDONIA

AMENDED
MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY
February 18, 2016

PRESENT: Victor Berger, President
Joseph Reiter, Vice President
Ralph Sabatini, Treasurer
David Zuckerberg, Secretary

Robert Axelrod, Trustee
Phyllis Morena, Trustee
Jeffrey Sasson, Trustee

ABSENT: Agin Antony, Trustee
Anthony Feliciano, Trustee

STAFF: Marianne Silver, Director
Shibu Abraham, Finance/Facilities Manager
Kelly Corrado, Administrative Assistant

GUESTS: None

I. INTRODUCTORY

a. Meeting Called to Order:

The meeting was called to order at 7:03 p.m. The Pledge of Allegiance was recited.

b. Public Comments:

There were no public comments offered.

II. REVIEW OF MINUTES OF THE PREVIOUS MEETING

David Zuckerberg presented the proposed Minutes of the Regular Meeting of the Board of Trustees of January 21, 2016, for acceptance.

- Upon motion made by David Zuckerberg and duly seconded by Joseph Reiter, it was:

RESOLVED, that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of January 21, 2016.

The Resolution was passed unanimously. (RM#1-02/2016)

III. REPORTS

a. Personnel and Finance Committee:

Ralph Sabatini stated that he doesn't agree with the presentation change made by the auditors in the Audit regarding the mortgage. He will follow up with the auditors to discuss it.

Sabatini reported that the Library is below budget at this time.

Sabatini also reported that the tax cap is no longer an issue for the current fiscal year after Shibu Abraham spoke with RCLS and the State and was offered an explanation of how the tax cap would apply to our present situation.

b. Financial Report for January 31 and Warrant #7:

- Upon motion made by Ralph Sabatini and duly seconded by Victor Berger, it was:

RESOLVED, that the Board approve Warrant #7 in the amount of \$312.818.

The Resolution was passed unanimously. (RM#2-02/2016)

c. Building and Grounds Committee:

Jeffrey Sasson reported that the Committee did not meet. There are some minor tasks that need to be completed on the construction project, including a curb cut for handicapped access and general clean-up.

Sasson also reported that pruning of the trees and removal of some trees will be necessary this spring. He will address it at the next board meeting.

d. Policy and Planning Committee:

Phyllis Morena stated that the Committee did not meet and that she and Marianne Silver met to review several policies, which will be discussed at the next board meeting.

Victor Berger stated that the new staff agreement will include new policies. Marianne Silver clarified that the policies to be included in the new staff agreement will be the new "approved" policies. Ralph Sabatini suggested that the old policies also be included and that the new policies, as they become available, should replace the old policies in the new staff agreement.

e. Ad Hoc Committees:

i. Liaison to the Friends of the New City Library (R. Axelrod, chair):

Robert Axelrod met with *Friends of the Library* president, Jeff Greenberg, to discuss the Friends' mission and membership. Axelrod stated that there was little activity and few friends. Axelrod and Greenberg will meet on February 20 to discuss how to increase membership and produce fundraisers. David Zuckerberg suggested including all ages in the FOL, as well as the possibility of creating a junior friends group for young adults.

ii. Legal Affairs of the New City Library (J. Reiter, chair):

Joseph Reiter reported that he is waiting for a response from the attorney regarding a question from the *Personnel & Finance Committee* regarding a benefit for employees.

f. President (V. Berger):

Victor Berger stated that the staff agreement contained minor typographical errors and he is anticipating that it will be signed the following week.

g. Director (M. Silver):

Marianne Silver reported that Veronica Reynolds, Head of Community Relations, held an open 3D Printer lab, which proved to be a popular program. A general discussion was held regarding how many open labs will be offered and what is the brand name of the unit. Victor Berger commented that he was very impressed with the possibilities of 3D printing at the Library.

IV. UNFINISHED BUSINESS

There was no unfinished business to report.

V. NEW BUSINESS

a. 2015 Annual Report:

Marianne Silver presented the *2015 Annual Report* to the Board for approval.

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

RESOLVED, *that the Board accept the 2015 Annual Report.*

The Resolution was passed unanimously. (RM#3-02/2016)

b. Direct Access Plan:

Marianne Silver explained to the Board the *Direct Access Plan*, which protects libraries from undue burden when sharing services within the library system. A general discussion was held regarding what constitutes *Direct Access*. Joseph Reiter questioned how many patrons are actually affected by the *Direct Access Plan*. Silver stated that she will provide the statistics at the next board meeting. Silver presented the *Direct Access Plan* for approval.

- Upon motion made by Ralph Sabatini and duly seconded by Jeffrey Sasson, it was:

RESOLVED, *that the Board accept the Direct Access Plan.*

The Resolution was passed unanimously. (RM#4-02/2016)

c. Board Communications:

David Zuckerberg stated that *Advocacy Day* will be held in Albany on March 2. *Advocacy Day* offers the opportunity for library personnel state-wide to speak with the legislators regarding the importance of adequate funding of libraries. Marianne Silver stated that several staff members have expressed interest in attending and commented that Board members are always welcome to attend.

d. Other New Business:

Phyllis Morena inquired about the next steps to be taken now that the *Strategic Plan* is complete. Marianne Silver stated that a public presentation can be made discussing what changes the Library plans to initiate year-by-year according to the recommendations of the *Strategic Plan*.

Jeffrey Sasson inquired whether or not the Library should institute a great deal of the recommended changes at this time because the mortgage will be satisfied in three years. Marianne Silver stated that she would like to consult with an architect regarding what changes should be made sooner than later because several of the recommendations from the *Strategic Plan* address necessary changes that should be undertaken in the very near future for the Library to be able to meet the immediate needs of the patrons and staff. Silver further stated that she hopes to be able to institute changes over a five-year plan. In order to achieve additional space, she is scheduling a *Dumpster Day* for the purpose of clearing the Library of debris. In addition, she will also plan an *Inventory Day*, making it necessary for the Library to be closed to the public.

David Zuckerberg suggested that the *Buildings & Grounds Committee* meet with the architects. Several projects need to be addressed in the near future, such as the parking lot and a possible future annex. Shibu Abraham mentioned that grants can be submitted every year in order to increase the success rate of being awarded a

grant. David Zuckerberg stated that the legislators have extended the grant program for an additional five years.

Joseph Reiter mentioned voting procedures and referred the Board to the *Trustee Handbook*.

IV. PUBLIC COMMENT

No public comment was offered.

V. ADJOURNMENT

- Upon motion made by Ralph Sabatini and duly seconded by Jeffrey Sasson, it was:

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed unanimously. (RM#05-02/2016)

Meeting was adjourned at 7:38 p.m.

Submitted by David Zuckerberg, Secretary
Board of Trustees
NEW CITY LIBRARY
March 11, 2016

DZ/kc

REGULAR MEETING MOTIONS

(RM#1-02/2016) Upon motion made by David Zuckerberg and duly seconded by Joseph Reiter, it was:

RESOLVED, that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of January 21, 2016.

The Resolution was passed unanimously.

(RM#2-02/2016) Upon motion made by Ralph Sabatini and duly seconded by Victor Berger, it was:

RESOLVED, that the Board approve Warrant #7 in the amount of \$312.818.

The Resolution was passed unanimously.

(RM#3-02/2016) Upon motion made by Ralph Sabatini and duly seconded by David Zuckerberg, it was:

RESOLVED, that the Board accept the 2015 Annual Report.

The Resolution was passed unanimously.

(RM#4-02/2016) Upon motion made by Ralph Sabatini and duly seconded by Jeffrey Sasson, it was:

RESOLVED, that the Board accept the Direct Access plan.

The Resolution was passed unanimously.

(RM#5-02/2016) Upon motion made by Ralph Sabatini and duly seconded by Jeffrey Sasson, it was:

RESOLVED, that the Board adjourn the meeting.

The Resolution was passed unanimously.