



NEW CITY LIBRARY

SERVING THE COMMUNITIES OF NEW CITY, CONGERS AND BARDONIA

(APPROVED 08/17/17)

**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES
NEW CITY LIBRARY**

July 20, 2017

PRESENT: Joseph Reiter, Vice-President Agin Antony, Trustee
Ralph Sabatini, Treasurer Robert Axelrod, Trustee
Anthony Feliciano, Trustee
Phyllis Morena, Trustee
Jeffrey Sasson, Trustee

ABSENT: Victor Berger, President
David Zuckerberg, Secretary

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 7:02 p.m.

Due to President Victor Berger's absence, Joseph Reiter, Vice-President, presided over the meeting.

The *Pledge of Allegiance* was recited.

b. Public Comments:

No public comments were offered.

II. REVIEW OF THE MINUTES OF THE PREVIOUS MEETING

Due to Secretary David Zuckerberg's absence, Ralph Sabatini presented the proposed *Minutes of the Regular Meeting of the Board of Trustees of June 15, 2017*, for acceptance.

- Upon motion made by Ralph Sabatini and duly seconded by Agin Antony, it was:

RESOLVED, that the Board accept the *Minutes of the Regular Meeting of the Board of Trustees of June 15, 2017*.

The Resolution was passed with six in favor (Anthony Feliciano abstained due to his absence at the previous board meeting, Victor Berger and David Zuckerberg absent). (RM#1-07/2017)

III. REPORTS

a. Personnel and Finance Committee (R. Sabatini, chair):

i. Financial Report of June 30, 2017, and Warrant #12:

Ralph Sabatini reported that the expenses this month are lower than last month's expenses and that the finances are in good shape. Sabatini explained that the Library came in under budget due to cost-control efforts, such as the positions vacated by retiring staff were replaced with new staff at lower starting salaries.

Sabatini reported that he is reviewing the *Adjusted Budget*. Marianne Silver explained the purpose of an adjusted budget.

Sabatini presented the *Financial Report of June 30, 2017, and Warrant #12* for approval.

- Upon motion made by Ralph Sabatini and duly seconded by Anthony Feliciano, it was:

RESOLVED, that the Board approve *Warrant #12 in the amount of \$283,579*.

The Resolution was passed by all those present (Victor Berger and David Zuckerberg absent). (RM#2-07/2017)

ii. Personnel:

Ralph Sabatini stated that the Board will discuss personnel matters in *Executive Session*.

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

RESOLVED, *that the Board enter into Executive Session to discuss personnel matters.*

The Resolution was passed unanimously by all those present (Victor Berger and David Zuckerberg absent). (RM#3-07/2017)

The Board entered into *Executive Session* at 7:08 p.m.

- Upon motion made by Ralph Sabatini and duly seconded by Agin Antony, it was:

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

The Resolution was passed unanimously by all those present (Victor Berger and David Zuckerberg absent). (RM#4-07/2017)

The Board resumed the *Regular Meeting* at 7:20 p.m.

Marianne Silver stated that the Board approved the following appointment in *Executive Session*:

- Mark Gervino, appointed *Head of Support Services*

b. Building and Grounds Committee (J. Sasson, chair):

i. Redesign Project:

Jeffrey Sasson reported that Donald MacDonald will submit a proposal to assist the Library with managing the *Request for Proposal (RFP)/Request for Qualifications (RFQ)* process regarding the *Redesign Project*. Sasson stated that Marianne Silver has gathered names of possible architects for the *Project* and that Silver is seeking additional names of architects from the Westchester/Greater New York area in order to widen the field.

Sasson reported that a patron recommended that the Library install some type of physical barrier to the handicapped parking area in order to protect patrons utilizing the walkway/lawn area from vehicle intrusions.

Marianne Silver and Shibu Abraham researched a bollard barrier, which is designed to guide traffic and protect people and property. Helmke, the Library's landscaping company, will install the spherical, concrete bollards.

c. Policy and Planning Committee (P. Morena, chair):

There was no *Committee* report this month.

d. Ad Hoc Committees:

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

Joseph Reiter had nothing to report this month.

ii. Patio Paver Fundraiser Project (R. Axelrod, chair):

Robert Axelrod reported that four additional pavers were sold this month.

Jeffrey Sasson suggested that the Library consider creating a visual display to reflect the progress of the Library's monetary goal for the *Patio Paver Fundraiser Project*. Axelrod agreed that a display may help generate additional paver sales. Axelrod will research display possibilities.

iii. Nominating Committee (J. Reiter, chair):

Joseph Reiter reported that the trustee election process will begin shortly and that Trustees Anthony Feliciano, Robert Axelrod, and Agin Antony will serve on this year's *Committee*. Reiter will serve as *Chairman*.

Ralph Sabatini stated that an *Absentee Ballot* will be offered to the voters this year. Reiter will draft a *Policy* regarding the *Absentee Ballot* and suggested that the *Nominating Committee* select a date to meet to discuss the proposed *Policy*.

e. President (V. Berger):

Due to Victor Berger's absence, no report was offered.

f. Director (M. Silver):

Marianne Silver offered no further comments to her *Director's Report*; however, she stated that the Library recently added to its offerings *Hoopla*, which is a digital media lending service, offering a wide range of digital content, such as audio books, movies, music, eBooks, etc.

IV. UNFINISHED BUSINESS

There was no unfinished business to report.

V. NEW BUSINESS

There was no new business to report.

a. Board Communications:

In David Zuckerberg's absence, Kelly Corrado, Administrative Assistant, stated that no board communications were received this month.

VI. PUBLIC COMMENT

Public comments were addressed by the appropriate Board/staff member.

VII. ADJOURNMENT

- Upon motion made by Ralph Sabatini and duly seconded by Agin Antony, it was:

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed unanimously by all those present (Victor Berger and David Zuckerberg absent). (RM#5-07/2017)

Meeting was adjourned at 7:31p.m.

Submitted by Joseph Reiter, Vice-President
Board of Trustees
NEW CITY LIBRARY
August 11, 2017

JR/kc

MOTIONS

(RM#1-07/2017) Upon motion made by Ralph Sabatini and duly seconded by Agin Antony, it was:

RESOLVED, that the Board accept the Minutes of the Regular Meeting of the Board of Trustees of June 15, 2017.

The Resolution was passed with six in favor (Anthony Feliciano abstained due to his absence at the previous board meeting, Victor Berger and David Zuckerberg absent).

(RM#2-07/2017) Upon motion made by Ralph Sabatini and duly seconded by Anthony Feliciano, it was:

RESOLVED, that the Board approve Warrant #12 in the amount of \$283,579.

The Resolution was passed by all those present (Victor Berger and David Zuckerberg absent).

(RM#3-07/2017) Upon motion made by Ralph Sabatini and duly seconded by Jeffrey Sasson, it was:

RESOLVED, that the Board enter into Executive Session to discuss personnel matters.

The Resolution was passed unanimously by all those present (Victor Berger and David Zuckerberg absent).

(RM#4-07/2017) Upon motion made by Ralph Sabatini and duly seconded by Agin Antony, it was:

RESOLVED, that the Board resume the Regular Meeting.

The Resolution was passed unanimously by all those present (Victor Berger and David Zuckerberg absent).

(RM#5-07/2017) Upon motion made by Ralph Sabatini and duly seconded by Agin Antony, it was:

RESOLVED, *that the Board adjourn the meeting.*

The Resolution was passed unanimously by all those present (Victor Berger and David Zuckerberg absent).