

Great Neck Library  
**BOARD OF TRUSTEES MEETING**

**Main Library**  
159 Bayview Avenue, Great Neck, NY 11023

**Tuesday, November 13, 2018**  
**7:30PM – 8PM–Executive Session (Personnel Matters)**  
**8PM–Public Meeting**

## **AGENDA**

**Please Note:** Members of the public may speak on any action item under consideration by the Board in Public Session, after full discussion of the Board members and prior to any vote. Please wait until the President recognizes you for discussion. Please turn off cell phones or place in silent mode.

### **CALL TO ORDER**

### **SECRETARYS REPORT ON ELECTION RESULTS**

### **APPROVAL OF MINUTES**

October 23, 2018 Board Meeting

### **TREASURER/BUSINESS MANAGER'S REPORT**

### **PAYROLL CHANGES**

### **OTHER REPORTS**

- (a) Branch Committee – Robert Schaufeld, Chair
- (b) Main Building Committee – Rebecca Miller, Chair
- (c) Policy/Bylaws Committee – Joel Marcus, Chair
- (d) Fundraising Committee – Weihua Yan, Chair
- (f) Long Range Planning – Joel Marcus, Chair
- (g) Technology Committee– Weihua Yan, Chair
- (h) Grants-Denise Corcoran & Tracy Van Dyne
- (i) Staff Reports – Board Package
- (j) Director – Denise Corcoran
- (k) Assistant Director – Tracy Van Dyne

### **OLD BUSINESS**

- a) Policy Manual Changes
  - a. Revise Section 700-40/Loan Periods & Limitations – Second Read
  - b. Revise Section 500-60/Access to Records – Second Read
  - c. Revise Section 200-50/Committees Meetings of the Board – Second Read
  - d. Revise Section 1500-40/Voting – Second Read
  - e. Revise Section 800-10/Use of Meeting Rooms – Second Read
  - f. Revise Section 300-30/Responsibilities of Department Heads – Second Read
  - g. New Section 900-75/Ad Hoc Advisory Committee to Acquire Materials –Second Read
  - h. New Section 500-38/Staff Training and Development-Second Read
  - i. New Section 800-80-3D Print Policy--Second Read

### **NEW BUSINESS**

- a) Presentation of June 2018 Audited Statements by RS Abrams & Co., LLP
- b) Approve Library Director Salary
- c) Award Additional Monies to the Library Director
- d) Proceed with RFP for the Station and Parkville Branch Renovations for General Contractors
- e) Approve Purchase of Chairs for the Lakeville Branch
- f) Approve Purchase of Furniture for the Lakeville Branch
- g) Approve the RAVE Application

- h) Ratify Adoption of NYS Sexual Harassment Policy & Distribute to Staff
- i) Renew D & O and Flood Insurance Policy
- j) Approve Pre-Construction Survey and Asbestos Analysis for Parkville Branch
- k) Authorize Light Inspection Repairs for the Main Library
- l) Approve Re-Flagging of Wetland Boundary for the Main Library
- m) Policy Manual Changes
  - a. Revise Section 500-10/Mission Statement – First Read
  - b. New Section 800-75-STEM Lab Policy--First Read

## **CORRESPONDENCE**

### **OPEN TIME**

*During Open Time, members of the public may speak to any item of interest to the Library for up to three minutes.*

### **DATE OF NEXT MEETING**

December 18, 2018 Regular Board Meeting – Main Branch

### **ADJOURNMENT**