

**GREAT NECK LIBRARY ASSOCIATION
MINUTES OF THE ANNUAL MEETING
OCTOBER 31, 2016 AND JANUARY 24, 2017**

MONDAY, OCTOBER 31, 2016

The Annual Meeting/Election of the Great Neck Library Association was held on Monday, October 31, 2016 for the purpose of voting to fill two expiring seats on the Board of Trustees (Varda Solomon and Josie Pizer) and one expiring seat on the Nominating Committee (Michael Katz). Two Revisions to the By-Laws were also voted on (Revise Changes of Section A, Article VIII and Removal of Section E, Article VII).

The meeting was called to order by Assistant Treasurer Joel Marcus at 10:00 a.m. Voting took place in person from 10:00 a.m. to 10:00 p.m. in the Station Branch Library, 26 Great Neck Road Great Neck, New York 11021, and in the Parkville Branch at 10 Campbell Street, New Hyde Park, New York 11040. President DiCamillo declared the polls closed at 10:00 p.m.

The Re-Organization portion of the Annual Meeting was recessed until Tuesday, January 24, 2017.

TUESDAY, JANUARY 24, 2017

The Annual Re-Organization Meeting was convened at 7:35 p.m. at the Main Branch of the Great Neck Library, 159 Bayview Avenue, Great Neck, New York 11023. The Agenda is attached.

The following Trustees were present constituting a quorum of the Board:

Marietta DiCamillo - President
Francine Ferrante Krupski – Vice President
Joel Marcus – Assistant Treasurer
Rebecca Miller – Trustee
Robert Schaufeld-Trustee

Also present: Kathy Giotsas – Executive Director
Tracy Geiser – Assistant Director
Steven Kashkin – Business Manager

Absent with prior notice: Michael Fuller – Assistant Treasurer
Douglas Hwee - Trustee

The attendance sheet is appended to these Minutes.

CALL TO ORDER

President DiCamillo called the meeting to order at 7: 35 p.m. Trustee Marcus was appointed as Acting Secretary for the evening.

WELCOMING REMARKS BY PRESIDENT

President DiCamillo welcomed all in attendance. She read the following statement aloud:

Good evening and thank you for attending our annual re-organization meeting. A formal welcome to our new Trustees, Rebecca Miller and Doug Hwee, I look forward to working with you both. Unfortunately, Doug is not here this evening due to a prior commitment.

This evening presents an opportune time to identify some items that Trustees must be made aware of. I ask our Trustees (both new and tenured) to review and become familiar with the Great Neck Library's Bylaws, the NYS Open Meetings Law, the NYS Public Officer's Law and our internal policy manual. Though many other rules are in these documents, I specifically ask you pay careful attention to guidelines surrounding direct staff to Trustee interaction, attendance at committee and board meetings, rules governing committee meetings and the use of email / texting for library board business.

As we reorganize the board this evening – electing our 2017 slate of officers, we must make following proper and lawful procedures our number one priority.

As 2017 marks the first official orientation for the Nominating Committee we must do the same for Trustee development and education. In the interim, I encourage all Trustees to read and become familiar with our Bylaws, NYS Open Meetings Law, NYS Public Officers Law and our policy manual. Together these documents regulate lawful business practices for the all activities of the Board of Trustees.

This year, like every other, we have a large agenda, and I look forward to working with you all again.

MINUTES

Upon motion by Joel Marcus, seconded by Robert Schaufeld, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library approve the Minutes of the October 26, 2015, Annual Meeting/Election and January 19, 2016, Annual Re-Organization Meeting, as presented.

VOTE: Yes 5 (DiCamillo, Ferrante Krupski, Miller, Marcus, Schaufeld)

MOTION CARRIED UNANIMOUSLY

REPORTS

Reports from the President, Treasurer, Assistant Director and the Executive Library Director are in the Annual Report which is attached to these Minutes.

PRESENTATION TO RETIRING MEMBERS OF THE NOMINATING COMMITTEE

On behalf of the Board, President DiCamillo thanked Michael Katz, Ian Lustbader, Frank Choo and Khosrow Namdar (not present) for their contributions to the Nominating Committee. Those in attendance were presented Certificates of Appreciation which read as follows: *In appreciation of your diligent and dedicated service to the Great Neck Library, your leadership role in the community, your integrity, and your professional manner.*

NEW BUSINESS

(a) ELECTION OF OFFICERS

President

Francine Ferrante Krupski nominated Robert Schaufeld. There were no other nominations. *Robert Schaufeld was unanimously elected President.*

Vice President

Marietta DiCamillo nominated Joel Marcus. No other nominations were received. *Joel Marcus was unanimously elected Vice President.*

Secretary

Marietta DiCamillo nominated Michael Fuller. There were no other nominations. *Michael Fuller was unanimously elected Secretary.*

Treasurer

Joel Marcus nominated Marietta DiCamillo. There were no other nominations. *Marietta DiCamillo was unanimously elected Treasurer.*

Assistant Treasurer

Marietta DiCamillo nominated Francine Ferrante Krupski. There were no other nominations. *Francine Ferrante Krupski was unanimously elected Assistant Treasurer.*

Assistant Treasurer

Marietta DiCamillo nominated Rebecca Miller. There were no other nominations. *Rebecca Miller was unanimously elected Assistant Treasurer.*

President Schaufeld then read the following statement aloud:

For most people in this community Marietta DiCamillo is synonymous with President of the Great Neck Library. It has been my privilege to work and learn under her direction these last two years. Remarkable is as remarkable does and Marietta has done the impossible. Without her focus and determination we would not be sitting in this beautiful new library. Every step of the way she nurtured this project with the utmost care to insure that nothing was overlooked. When problems arose, they were dealt with swiftly and solutions were enacted expeditiously. Marietta's dedication has inspired this Board to be extremely productive through cooperation and team work. We are all fortunate that she continues to serve on this Board.

I truly appreciate the opportunity to follow in the footsteps of Marietta. Under her leadership we have accomplished great things. She has set the benchmark for excellence and has established a set of goals within our grasp to achieve. Our community has very high expectations for its library system and this Board will try its utmost to insure that we do not disappoint you. Stay tuned and stay involved as we roll out new and exciting programming, and fill the shelves with music, movies and books for all interests. Finally, the landscaping and the Ann Hyde Memorial

Children's Garden will beautify the Main Library campus and provide amazing entertainment, recreational and educational resources for our patrons.

Marietta DiCamillo was then presented with flowers and a Certificate of Appreciation.

(b) 2017/2018 BOARD MEETING DATES

Upon motion by Joel Marcus seconded by Marietta DiCamillo, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library accept the calendar of Board of Trustees meetings for 2017/2018 [below].

2017

February 28 - Main

March 7 (Budget Workshop)- Main

March 13 (Monday) (Budget Workshop) - Main

March 21 - Station

April 4 (Budget Hearing & Adoption) – Main

April 25 - Main

May 15 (Monday) – Lakeville

June 20 – Main

September 12– Main

October 24 – Parkville

October 30 (Monday) Annual Meeting/Election 10:00 a.m. - 10:00 p.m. – Main & Parkville

November 14 – Main

December 20 – Main

2018

January 16 – Main

January 30 – Annual Re-Organization Meeting - Main

VOTE: Yes 5 (Schaufeld, Marcus, DiCamillo, Ferrante Krupski, Miller)

MOTION CARRIED UNANIMOUSLY

The following dates were also set for Special Board meetings over the summer if needed:

July 25 – Station

August 22 – Parkville

(c) BOARD COMMITTEE ASSIGNMENTS

President Schaufeld announced that in order to finalize the business of the Landscaping Committee, it will be necessary to hold one more meeting which will be held on February 9th at 7:30 pm. He appointed Joel Marcus to fill the position held by Josie Pizer and Michael Fuller as proxy for Francine Ferrante Krupski for this meeting.

2017 Committee Assignments:

<u>BRANCH</u>	<u>LONG RANGE PLANNING</u>	<u>POLICY & BYLAWS</u>
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Marietta DiCamillo Michael Fuller [C] Douglas Hwee Robert Schaufeld Kathy Giotsas Tracy Geiser Justin Crossfox Kathleen Cotter Lakeville Branch Charles Wohlgemuth	Michael Fuller Joel Marcus [C] Rebecca Miller Robert Schaufeld Kathy Giotsas Donna Litke Adam Hinz Tracy Geiser Steven Kashkin Adult Service Coordinator Technology Services Coordinator	Marietta DiCamillo Francine Ferrante Krupski Joel Marcus [C] Robert Schaufeld Steven Kashkin Kathy Giotsas Tracy Geiser
<u>FINANCE</u> Marietta DiCamillo [C] Francine Ferrante Krupski Rebecca Miller Robert Schaufeld Steven Kashkin Kathy Giotsas Tracy Geiser	<u>MAIN BUILDING</u> Marietta DiCamillo Michael Fuller Joel Marcus Robert Schaufeld [C] Kathy Giotsas Tracy Geiser Steven Kashkin Charles Wohlgemuth Holly Coscetta Marianna Wohlgemuth Leslie Kahn	<u>PROGRAMMING</u> Francine Ferrante Krupski [C] Douglas Hwee Joel Marcus Robert Schaufeld Donna Litke Adult Service Coordinator Kathy Giotsas Adam Hinz Tracy Geiser
<u>FUNDRAISING</u> Marietta DiCamillo Michael Fuller Francine Ferrante Krupski [C] Douglas Hwee Joel Marcus Rebecca Miller Robert Schaufeld Kathy Giotsas Tracy Geiser Steven Kashkin Donna Litke Holly Coscetta	<u>PERSONNEL</u> Marietta DiCamillo [C] Michael Fuller Francine Ferrante Krupski Robert Schaufeld Kathy Giotsas Tracy Geiser	

OPEN TIME

Howard Esterces: Nominating Committee

Robert Schaufeld: Ann Hyde Childrens Garden

Naomi Penner: Thank you Board of Trustees

Karen Rubin: Board Meeting Locations

ADJOURNMENT

On motion by Joel Marcus and seconded by Marietta DiCamillo, the meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Joel Marcus
Acting Secretary