

**GREAT NECK LIBRARY
MINUTES OF THE
SPECIAL BOARD OF TRUSTEES MEETING
FEBRUARY 25, 2014 AT 6:30 P.M.**

A Special Board of Trustees Meeting was held on Tuesday, February 25, 2014, in the Community Room Great Neck Library, 159 Bayview Avenue, Great Neck, NY 11023. [Agenda attached]

The following Trustees were present constituting a quorum:

Marietta DiCamillo – President
Josie Pizer – Treasurer
Joel Marcus – Assistant Treasurer
Michael Fuller – Assistant Treasurer
Janet Nina Esagoff

Absent with Prior Notice: Francine Ferrante Krupski – Vice President
Varda Solomon – Secretary

Also present: Laura Weir – Interim Director
Christine Johnson – Interim Assistant Director
Neil Zitofsky – Business Manager

PRESENTATION BY FINANCIAL ADVISOR NOAH NADELSON

Mr. Noah Nadelson, Chief Executive Officer, Munistat Services, Inc., provided the Trustees with an Estimated Timeline for the issuance of bonds. He also prepared an RFP which he will send to underwriters of investment banking firms as well as to the local banks with which the Library has a relationship.

Mr. Nadelson has already collected the names of the firms to which the RFP will be sent. These are firms he knows and is comfortable with. He has kept the contents of the RFP vague and has instructed the applicants to answer the RFP by using a method where rates are based on market conditions on a specific day. This will level the field to knowledge and experience.

There was some explanation of how the bonds are bought. As an example, Chase could buy the bonds and sell to an investor, an institution, or a pension fund. They could also trade in a secondary market. Mr. Nadelson requested permission from the Board to send out the RFP.

Upon motion by Janet Nina Esagoff, seconded by Joel Marcus and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees issue an RFP to investment banking firms to serve as the Library's Underwriter in connection with the issuance of the Great Neck Library, NY Serial Bonds. 2014.

VOTE: Yes – 5 (DiCamillo, Fuller, Nina Esagoff, Marcus, Pizer)

MOTION CARRIED UNANIMOUSLY

Mr. Nadelson asked if the RFP for Bond Counsel had been sent out because the Bond Counsel should be brought on board soon. He was told it had.

LIBRARY DIRECTOR SEARCH ADVERTISEMENT

Upon motion by Josie Pizer seconded by Michael Fuller and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve the following advertisement to search for a Library Director for the Great Neck Library:

The Board of Trustees of the Great Neck Library seeks a Library Director to fulfill the Library's mission to provide access, ideas, information and a variety of educational, cultural, recreational and intellectual resources to our broad and diverse community. With a Main Building and 3 branches, an annual budget of over \$8 million, and 150 employees, the Library Association serves the 43,000 residents of the Great Neck School District with proven programs and creative services.

The Director is responsible for the day-to-day operations of the library system.

The successful candidate must demonstrate the required education, skills, experience and:

- MLS or MLIS degree from an ALA accredited institution required.
- Must have 3-5 years of management or supervisory experience in a public or Free Association library.
- Ability to provide oversight for the Main Building renovation plan and ultimate completion.
- Experience in a multi-branch environment is preferred.
- Demonstrates knowledge of the philosophy, principles, methods and practices of library service, including public service, general library operations, technology applications and current philosophy in the field of Library Science.
- Proven administrative, supervisory and leadership skills that ensure a positive work environment.
- Ability to establish and maintain effective working relationships with staff, the Library Board of Trustees, the general public and peers in the library field.
- Experience with personnel issues preferred.
- Demonstrates ability to prepare, present and monitor the annual budget.
- Ability to act as chief public relations officer of the library with proven experience in community outreach.
- Recognizes challenges as opportunities for improvement and positive change.

Salary and Other Benefits: Competitive salary with full benefits package commensurate with experience and qualifications. At this time, it is the Board of Trustees' desire to present this as an internal posting and require a six month probationary period with a guarantee that, if for any reason the employee desires a return to their former position, they may do so without any loss of wage, seniority or position.

This is a confidential, internal posting. No one except the Chair of the Director's Search Committee will receive any submissions. Candidates meeting the above qualifications should provide a current resume by March 31, 2014, to:

Library Board Vice President Francine Ferrante Krupski
Library Director Search Committee Chair
directorsearch@greatnecklibrary.org

VOTE: Yes – 5 (DiCamillo, Fuller, Nina Esagoff, Marcus, Pizer)
MOTION CARRIED UNANIMOUSLY

Upon motion by Joel Marcus, seconded by Janet Nina Esagoff and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees authorize the posting of the Director Search advertisement, as approved in the preceding resolution, in all four Great Neck Library locations. All submissions to be received by March 31, 2014.

VOTE: Yes – 5 (DiCamillo, Fuller, Nina Esagoff, Marcus, Pizer)

MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

The meeting was adjourned at 7:35 p.m. on a motion by Josie Pizer and seconded by Joel Marcus

Respectfully Submitted,

Marjorie L. Malcolm
Secretary to the Board of Trustees