

**GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
TUESDAY, MARCH 24, 2015 AT 7:30 P.M.**

A regular meeting of the Great Neck Library Board of Trustees was held on Tuesday, March 24, 2015, in the Parkville Branch of the Great Neck Library, 10 Campbell Street, New Hyde Park, NY 11040. [Agenda attached]

The following Trustees were present constituting a quorum:

Marietta DiCamillo – President
Francine Ferrante Krupski – Vice President
Varda Solomon – Secretary
Josie Pizer – Treasurer
Joel Marcus – Assistant Treasurer
Robert Schaufeld

Absent with Prior Notice: Michael Fuller – Assistant Treasurer

Also Present: Christine Johnson – Interim Director
Neil Zitofsky – Business Manager

CALL TO ORDER

The meeting was called to order by President DiCamillo at 7:30 p.m.

MINUTES

Upon motion by Varda Solomon, seconded by Robert Schaufeld, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve the Minutes of the February 5, 2015 Special Meeting; February 17, 2015 Regular Meeting; and March 3, 2015 Special Meeting & Budget Workshop as presented.

VOTE: Yes – 6 (DiCamillo, Ferrante Krupski, Marcus, Pizer, Schaufeld, Solomon)
MOTION CARRIED UNANIMOUSLY

TREASURER’S REPORT

Upon motion by Josie Pizer, seconded by Joel Marcus, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees accept the following financial reports which have been reviewed by the Treasurer:

- March 24, 2015, Treasurer’s Report;
- Warrant dated February 7, 2015 through March 13, 2015, the sums set against their respective names, amounting in the aggregate to \$264,563.26;

- Payroll Warrants for pay dates February 5, 2015, and February 19 2015, which have been reviewed by the Treasurer, in the amounts of \$119,488.79 and \$120,089.17 respectively, for a total of \$239,577.96.

Trustee Solomon had a question concerning the unspent balance of \$215,500 for the Employee Benefits on page two of the Business Manager's Report that the numbers as presented did not add up. The Interim Director explained that the unspent balance of \$215,500 when added to the \$75,000 totals \$290,500, which is the amount that was budgeted for Unemployment Benefits.

VOTE: Yes – 6 (DiCamillo, Ferrante Krupski, Marcus, Pizer, Schaufeld, Solomon)
MOTION CARRIED UNANIMOUSLY

PAYROLL CHANGES

Upon motion by Josie Pizer, seconded by Robert Schaufeld, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees accept the Payroll Changes of February 7 through March 13, 2015 as presented, and which have been reviewed by the Finance Committee.

VOTE: Yes – 6 (DiCamillo, Fuller, Marcus, Pizer, Schaufeld, Solomon)
MOTION CARRIED UNANIMOUSLY

REPORTS

Branch Committee

Trustee Fuller who was not present at tonight's meeting wrote the following report which he asked Trustee Schaufeld to read on his behalf.

The Branch Committee met on March 11th at the Lakeville Branch. All members were present. The following issues were raised and discussed:

Lakeville - Overall the move was a smooth one and the new layout of the branch was very well received. The floating system of returns is very much a plus and the additional materials on the shelves is very much appreciated. The water and smell issues have been resolved but there are a few lingering maintenance issues that need to be attended to. Including hot water and a faucet issue in the bathroom and carpeting issues behind the circulation desk.

Parkville - After an extensive renovation which included the repainting and carpeting of the entire branch as well as the fixing the air conditioning unit, the library looks great. There are some minor lingering maintenance issues such as a broken water fountain and a potentially rotted floor beneath the tiles of the second restroom by the sink.

Also discussed was the possibility of adding additional hours for clerical workers and a children's librarian.

Station Branch - This branch has been serving as our main branch during the renovation and has some ongoing issues. A number of these involve the Landlord and we have instructed counsel to reach out and see what could be done. This list includes the water damage incurred as a result of the snow and rain, the fire alarm going off repeatedly in the elevator and the general appearance and condition of the lobby.

As far as programming, each of the head librarians has submitted their monthly report and overall things are going well.

If any other members of the committee wish to point out anything I have omitted, please feel free to do so. [End of written report]

Building Advisory Committee (BAC)

President DiCamillo provided an update on the building project. Servers have not yet been moved into the trailer. Verizon has almost completed its work. The asbestos abatement cannot be completed until the server is moved out of the Main Building. The Town of North Hempstead did not issue a decision for the permit at the Hearing last week but she was told that they would render a decision on April 1. The BAC met last week and reviewed some of the open items and the fact that the servers are not out of the main building is problematic. The Trustees were invited to take a look at the pictures of the demolition of the interior of the building which are on the Library's website via Flickr. The project is moving along but not at the pace that was anticipated.

Interim Director Chris Johnson informed the Board that the computers and telephones will be shut down system-wide while the servers are moved. Posters and press releases will be used to publicize this as soon as the date is known. She provided a copy of the first draft poster. During the shut-down, materials will be circulated using our offline module.

A member of the public suggested that there should be a special page on the Library's website when the website is down that says something like: "Sorry, we are out right now, please come back again!" so that people can see from their home. This was taken under advisement.

President DiCamillo asked that the Construction Team reports be included in the Board Packets.

Public Comment: Marianna Wohlgemuth

BRIT

The Interim Director said that we have been in our new location for a few months now and the book collection is being analyzed to see what is working and what is not working. An example is the Romance Collection has been cut back at the Lakeville Branch as there were complaints of too many romance books. These are now replaced with a collection of paperbacks at the public's requests.

Also, we have stopped floating the Express Books at the request of the Parkville Branch patrons. We are making adjustments based on the needs of the public. We are also working on creating more space in the back room area in Technical Services at the Parkville Branch for storage, and also taking a look at the space at Station to see how things can be better laid out.

The next meeting of the Construction Team is tomorrow morning at 10:30 a.m. in the Main Building.

Grants

Ms. Johnson reported that 11 other libraries and the Nassau Library System have applied for the NYS Public Libraries Construction Grant. LIPA grants are being handled by VRD, Calgi and KG&D initially to identify rebates for which we qualify. The BAC will have the opportunity to

have a discussion if the lighting chosen for the building does not qualify for rebates. Committee member Don Dillon had recommended that the information be gathered in a timely fashion to allow for specification changes to the documents in order to take advantage of the rebates. There is a list of all the qualifying types of lights. There is also the possibility that we may receive HVAC rebates.

Director Search Committee

Trustee Ferrante Krupski reported that the committee met on March 16th to review interview questions for the first round of interviews. The committee put together approximately 20 questions. So far, two applications have been received from ProLibra. The first candidate will be interviewed on Thursday, March 26th followed by the second candidate on Monday, March 30th.

Policy Committee

Trustee Marcus reported that the Policy Committee met last night. Policies for Finance and E-Commerce are still pending. The use of scanners and copy machines was discussed. It was agreed not to limit use of the public scanners and copy machines until after a study of their usage is done. Staff member Justin Crossfox would like a policy to be developed for the use and loan of video games. President DiCamillo said that it first has to go to the Website/Technology Committee if the Board decides to purchase.

Programming Committee

Committee Chair Varda Solomon reported that she initially met with staff to review issues that might be of interest at the first committee meeting on April 1st. She also reported that the Gail Sheehy program this past Sunday at the Temple was very well attended by Great Neck residents. Staff member Margery Chodosch coordinated the program and Trustee Solomon said she did an excellent job.

Website/Technology Committee

Trustee Schaufeld, chair of the newly-formed committee, informed the Board that the first meeting scheduled for tomorrow night (March 25th) had to be cancelled and another will be scheduled. The new date was subsequently set for April 22. He has also received the computer inventory list as was requested.

Staff Reports

Trustees would like to see some changes in the format of the Circulation Statistics. They would like to see how the closing of the Main Library impacts on the circulation figures of the branches utilizing an analysis so numbers can be manipulated to get percentages.

The Interim Director stated that the current format is needed for the New York State reporting.

Trustee Schaufeld inquired if the system can analyze which card holder uses which branch to which Ms Johnson replied that Decision Center Reporter has the ability to provide statistics based on zip codes.

There was a brief discussion on the use of the scanners.

President DiCamillo inquired if proposals have yet been received for L I.Link as a member of the public is very interested in the Library pursuing the purchase of it. She also asked if anyone had seen the link to the video in the email from the Interim Director of a Levels person using *green screen* and doing a weather report. The sun was played by Max Cruz. It was such a great job and she enjoyed it very much.

Trustee Pizer commented that the films at the branches as well as book clubs are not well attended and she asked Trustee Solomon who chairs the Programming Committee to take a look at that.

President DiCamillo concluded by requesting a full break-out of statistics for Levels attendance at the Saddle Rock Elementary School and Station Branch. The Interim Director said she had asked Ethan Mann, Director of Levels, to provide this information.

Justin Crossfox' Report on Video Games was referred to the Website/Technology Committee for evaluation to see how it will perform in our current infra-structure.

Trustee Pizer stated that Jonathan Aubrey's report on the Webinar on Digital Media Labs (DMLs) has some interesting things and should be thought about for implementation in the Great Neck Library. Ms. Johnson also added that staff members Cindy Simeti, Chris Bauman, Irina Zaionts, Janet Fine and Shuqian Zhang are on the committee. Levels is currently working on gathering all the technology requirements for the new Levels after renovation and prioritizing them and identifying specific lighting and videos.

Interim Director's Report

Text of written report below:

Trailer Update – On Thursday, March 12, the approved amendments to the permits for the change in Trailer Locations were received from the Town of North Hempstead. As I write this report, the Server Trailer is still waiting for Verizon to complete the network/fiber optic connections before the Library's Computer and Telephone Servers can be moved out of the Main building and into the trailer. The electrical is working, there is heat, the toilet facility is functional, and all of the furniture and supplies for the computer and maintenance staff have been moved into the trailer. JHACs electrical has completed all of its work, i.e., installation of the pole, running of the electrical conduit along the curb from the pole to the Server trailer, and the mounting of the board and mast that Verizon needs in order to finish its connections. On Friday, March 20, we were given a guarantee of completion by Verizon no later than Monday, April 6. Verizon crews have been on-site and working both on Friday and again today, so hopefully, the work will be completed prior to the promised deadline.

As the actual move of the server will leave us without any network for a period of up to one week, Janet Fine has been working with Debbie Feldman and Cindy Simeti in Programming to prepare a communications campaign to advise patrons of the upcoming outage. In addition, all Staff have been trained on how to use Off-Line Circ so that materials can continue to circulate. Computer Staff are prepping the library's 12 laptops for distribution among staff and patrons while the rest of our equipment is down.

Construction Update – On Wednesday, March 18, I, along with Russ Davidson from KG&D, Dominick Calgi from Calgi Construction, Robert Eschbacher of VRB (the firm who completed our original and the newly revised Parking Study), our attorneys, Lisa Cairo and Charlie Segal from Jaspan Schlesinger, and the following Trustees: Michael Fuller, Joel Marcus, Josie Pizer and Robert Schaufeld, all attended the scheduled Board of Zoning Appeals hearing at the Town of North Hempstead. Lisa, Russ and Robert Eschbacher presented the library plans and explained that the plans do not increase the overall building footprint, and no changes are being made to the existing parking. Therefore, we are simply asking for a continuation of our existing parking variance. Russ further explained in response to questions from the BZA that the new plan, as is the standard for library use now, replaces some stack areas with seating areas.

The new parking estimates prepared by VHB, based on the requirements of the Town must assume that every area will be fully populated at the same time, i.e., a full community room, full Levels, full Children's, full staff, etc. As we know, this would never be the case as our use of the building is staggered. However, using these requirements, our need for parking actually increases over the previous expansion plan for which the library had last received a variance. Also part of the hearing process was the notification of neighbors within a certain radius. In response to this letter, Dr. Ada Berkowitz, a resident on Beach Road attended the hearing. She clearly stated to the BZA that her only opposition would be if the building were being expanded. She is not opposed to the internal renovation that was approved by the public via referendum. When she read the letter, she thought that the Library was requesting the additional parking and therefore, thought perhaps that the plans had been altered. She confirmed her non-opposition on the sign-in log as well as verbally to me following the hearing.

As we now all know, the BZA reserved decision. Charlie Segal had hoped that we would have an answer later that same day, or the next. But, as of today, Monday, March 23, we do not have a formal response from the BZA.

As was reported at the March 19 BAC meeting, additional asbestos abatement work totaling approximately \$70,000 is needed to finish fully abating the floors and pipe elbows in areas that were not exposed during the original survey.

Technical Services – Attached is the Materials Processing Report for the month of February. An additional 323 items were discarded this month. We have now been in our new locations for four months. This is enough time for us to evaluate and adjust some holdings policies to better serve our public. Ruth Klement, our Branch Head at Lakeville, has requested, based on feedback from Lakeville patrons, that we reduce the Romance collection that was transferred there from Main and instead, add a variety of paperbacks. This project is in process now. We have created a weeding list for the Romances based on circulation statistics. At the same time, our paperback selector, Barbara Buckley is creating a balanced collection of new Mass market paperbacks of all genres to supplement the offerings at Lakeville.

Another decision that was made based on feedback from Parkville patrons, and Staff, is to no longer float the Express Collections. This means that once an Express book is checked-in, it gets returned to its home location. While Main is closed, we are purchasing one Express copy of each high-demand title for each of the branch locations. All of Main's Express copies were converted into Lakeville copies. Once Main re-opens, we will re-evaluate this decision once again.

Programming – As evidenced by the report provided by Debbie Feldman, a wider selection of Programs is being offered during the months of April through June. Thanks again to our community partners, Temple Emanuel, Temple Israel, Temple Beth-El and the Village of Saddle Rock, we are able to provide more offerings than we could using our two small spaces at Station and Parkville. The Atria Cuttermill is also interested in hosting programs for us. At the Bryant Library in Roslyn, there is an active partnership between the library and the Atria. We are speaking with Bryant to get feedback on their partnership with the Atria.

Last week, Janet Fine, Shuqian Zhang, our webmaster, and Cindy Simeti, our graphic designer all met to discuss the process of moving our newsletter from print to an interactive online format. The first step is to broaden our email database to include all residents who would prefer to receive the newsletter via email. We are starting with a brief announcement in the April newsletter. I provided a copy of this text as an attachment. The link on our website has already been updated to reflect this upcoming service change and Shuqian updated the form to collect all of the identification details that we will need both to begin sending the newsletter electronically to patrons and to remove that patron's address from our print mailing list. I presume that this process will be discussed at greater length in our upcoming Programming Committee meeting.

Bookdrops – The Great Neck Park District is open to allowing the library to place a book drop on its property as a service to our patrons in the north-end. Charlie, Janet and I will be meeting with Peter Renick sometime next week to walk the property and identify a location that is both amenable to the Park District and accessible both for patrons to drop off and for maintenance staff to empty the drop.

Staff – I am happy to report that we have identified two strong external candidates to fill both the Administrative Assistant and Senior Librarian - Tech Services positions. While I am not anxious to see Marjorie leave us, it is comforting to know that under her tutelage, we have found a pleasant and competent replacement. Similarly for the Tech Services position, our new hire brings over ten years of cataloging experience at the Queens library, along with strong Reference skills from working both at Queens and at SUNY Old Westbury. I am delighted to have her on-board with us.

Technology – In your packets is information for MediaSurfer, a kiosk offered through TechLogic that allows the easy circulation of iPads. The rep provided two brief video testimonials from public library customers: <https://vimeo.com/118724310> and <https://vimeo.com/101015999>.

Another product that the library may wish to consider purchasing are the Kids iPad Kiosks for in-library use. Many libraries in Nassau County are already successfully using these stands. See <http://aridanbooks.com/crayon-kiosk-ipad-stand-case-holder/>

OLD BUSINESS

Amendment to Procedures for Approval for Construction Contracts (Change Orders)

Upon motion by Joel Marcus and seconded by Josie Pizer, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees amend the resolution for the Procedures for Approval for Construction Contracts approved on May 20, 2014 as follows:

Any proposed Change Orders for any amount of money will be forwarded by email to the Board of Trustees. Change Orders can be put into action upon receipt of approval by four (4) Trustees, two (2) of whom must be Finance Committee Members. All Change Orders must be discussed and ratified publicly at the next scheduled Board Meeting by the Board of Trustees.

The Interim Director or Director, Interim Assistant Director or Assistant Director, Business Manager, and Head of Maintenance, and the Owner's Representative (Calgi) will attend the weekly project meetings and update the Chairperson of the Building Advisory Committee on a weekly basis.

After discussion the above resolution was amended as follows:

Upon motion by Josie Pizer and seconded by Joel Marcus, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees amend the resolution for the Procedures for Approval for Construction Contracts approved on May 20, 2014 as follows:

Any construction-related Change Orders proposed by the Construction Committee for any amount of money will be forwarded by email to the Board of Trustees. Change Orders can be put into action upon receipt of approval by five (5) Trustees. All Change Orders must be discussed and ratified publicly at the next scheduled Board Meeting by the Board of Trustees.

The Construction Committee, consisting of the Interim Director or Director, Interim Assistant Director or Assistant Director, Business Manager, and Head of Maintenance, and the Owner's Representative (Calgi), will attend the weekly project meetings and update the Chairperson of the Building Advisory Committee

Public Comment: Marianna Wohlgemuth, Maxine Marcus

VOTE: Yes – 6 (DiCamillo, Ferrante Krupski, Marcus, Pizer, Schaufeld, Solomon)
MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

Nominating Committee Vacancy

Secretary Varda Solomon informed the Trustees that Nora Choi-Lee resigned from the Nominating Committee. The committee will be interviewing candidates and will make a recommendation to the Board for the April 21, 2015 Board Meeting.

President DiCamillo stated that since the Board has already appointed two persons to the Nominating Committee, she feels it is best for the Nominating Committee to make the recommendation for a replacement for the full three-year term.

Administrative Assistant & Secretary to Board of Trustees

Upon motion by Francine Ferrante Krupski and seconded by Varda Solomon, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve the hiring of Holly Coscetta to the position of Administrative Assistant to the Library Director effective April 13, 2015, at an annual salary of \$52,000, and attached job descriptions for the position;

and further,

I move that the Great Neck Library Board of Trustees approve the hiring of Holly Coscetta to the position of Secretary to the Board of Trustees for the purpose of Minutes preparation and other duties that may be deemed appropriate at a monthly stipend of \$250 to commence in April 2015.

VOTE: Yes – 6 (DiCamillo, Ferrante Krupski, Marcus, Pizer, Schaufeld, Solomon)
MOTION CARRIED UNANIMOUSLY

Junior Accountant – Business Office

Upon motion by Joel Marcus and seconded by Varda Solomon, and after discussion, it was,
RESOLVED, that the Great Neck Library Board of Trustees approve the hiring of Li Wen Lee to the position of Junior Accountant effective March 25, 2015, at an annual salary of \$39,000, and attached job description for the position.

VOTE: Yes – 6 (DiCamillo, Ferrante Krupski, Marcus, Pizer, Schaufeld, Solomon)
MOTION CARRIED UNANIMOUSLY

Collateral Agreement with HSBC

Upon motion by Varda Solomon and seconded by Robert Schaufeld, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees authorize the execution of a new Third Party Custodian Agreement with HSBC Bank USA.

Mr. Zitofsky explained that the Great Neck Library had a three-party Custodian Agreement (Collateral Agreement) up to now through HSBC with Chase Bank. This protects the Library's holdings over and above the FDIC \$250,000 limit. Chase Bank is getting out of the custodian business. We were informed by HSBC that the Bank of New York will replace Chase as Custodian for their Collateral Agreements.. The same terms and conditions will apply.

VOTE: Yes – 6 (DiCamillo, Ferrante Krupski, Marcus, Pizer, Schaufeld, Solomon)
MOTION CARRIED UNANIMOUSLY

Acceptance of Donation to Levels

Upon motion by Robert Schaufeld and seconded by Francine Ferrante Krupski, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees accept a donation of \$2,095.07 raised through the generous efforts of Dana Levinson, a Levels alumna, and Stacey Weingarten at the "Closing the Gap" concert at Joe's Pub on Monday, February 16, 2015 to the "Gifts – Levels Fund" in the Restricted Gift Fund.

Interim Director provided some background information for this donation. Dana Levinson and Stacey Weingarten write original musicals and, as a fundraising opportunity, they gathered people that they know in the Broadway community and put together a very nice musical evening at Joe's Pub to honor Jackie Hoffman, a famous Levels alumna. Levels is the recipient of the net proceeds.

President DiCamillo formally thanked Ms. Levinson and Ms. Weingarten on behalf of the Board and asked that a letter be sent thanking them for their efforts in behalf of the Levels program and to confirm to them that their donation is designated to the Levels program.

It was also noted that the Library will be receiving a check for \$8,678 from the funds collected by the Kickstarter Fundraising Campaign for Levels. This will be formally accepted at the next Board meeting.

VOTE: Yes – 6 (DiCamillo, Ferrante Krupski, Marcus, Pizer, Schaufeld, Solomon)
MOTION CARRIED UNANIMOUSLY

Change Order for Additional Asbestos Abatement

Upon motion by Francine Ferrante Krupski and seconded by Varda Solomon, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve the Change Order Requests numbers 2 through 5, in accordance with Procedures for Approval for Construction Contracts approved by the Great Neck Library Board of Trustees on May 20, 2014, and amended on March 24, 2015, for additional asbestos abatement work as submitted by VRD and which have been reviewed by Insight Environmental, Inc., not to exceed \$71,000; such funds to be taken from the Contingency line of the construction budget.

President DiCamillo reported that the proposals were reviewed by the professionals on the BAC and three of them responded to move forward and get the paperwork in order.

Public Comment: Marianna Wohlgemuth

VOTE: Yes – 6 (DiCamillo, Ferrante Krupski, Marcus, Pizer, Schaufeld, Solomon)
MOTION CARRIED UNANIMOUSLY

MediaSurfer

Ms. Johnson explained that the iPad self-check-out kiosk, which is a self-contained circulation system, can hold between 8-16 iPad tablets. The machine will clear the iPads when returned by patrons. She was referred to public library customers who were happy with them. They are American made and the company feels that they can provide better technical support. She is not making a purchase but a recommendation to the Board. This was referred to the Website/Technology Committee

AmazonSmile

The Interim Director reporting on research she did on AmazonSmile stated that with every purchase at Amazon, one has the opportunity to designate a percentage to a charity. The organization must be fully registered to receive funds from AmazonSmile. It requires a policy decision. She has had staff members asked her why not use this opportunity for the Great Neck Library. She also received an email from a customer over the holidays also asking if Great Neck Library could be a designated charity for receiving such funds. The information was forwarded

to Attorney Peter Fishbein and he did not see any legal issues with it except this would require the electronic transfer of funds.

President DiCamillo referred this to the Finance Committee and then to Website/Technology Committee.

Patron Comment: Maxine Marcus

The item below was added to agenda:

100 Celebration of the Great Neck Chamber of Commerce

The Board authorized Trustee Ferrante Krupski and Interim Director Johnson to attend the Great Neck Chamber of Commerce event on April 30 at \$100 per person at Leonard's of Great Neck. The funds will come from the Meetings & Conferences line of the budget.

CORRESPONDENCE

An email dated March 19, 2015, from Assemblywoman Michelle Schimel in response to a letter from Secretary Varda Solomon is attached.

DATE OF NEXT MEETING

Budget Hearing & Adoption – April 14, 2015 at Parkville Branch.

ADJOURNMENT

The meeting was adjourned at 9:20 p.m. on motion by Joel Marcus and seconded by Josie Pizer.

Respectfully submitted,

Varda Solomon
Secretary, Board of Trustees

Great Neck Library
BOARD OF TRUSTEES MEETING

PARKVILLE BRANCH LIBRARY
10 Campbell Street, New Hyde Park, NY 11040

Tuesday, March 24, 2015 – 7:30 p.m.

AGENDA (Rev. 3/24/15)

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

APPROVAL OF MINUTES

February 5, 2015 Special Meeting
February 17, 2015 Regular Meeting
March 3, 2015 Special Meeting & Budget Workshop

TREASURER/BUSINESS MANAGER'S REPORT

PAYROLL CHANGES

OTHER REPORTS

- (a) Branch Committee – Michael Fuller, Chair
- (b) Building Advisory Committee – Marietta DiCamillo, Chair
 - I. Building Relocation Internal Team – Christine Johnson
- (c) Grants – Christine Johnson & Neil Zitofsky
- (d) Director Search Committee – Francine Ferrante Krupski, Chair
- (e) Long Range Planning Committee – Varda Solomon, Chair
- (f) Policy/Bylaws Committee – Joel Marcus, Chair
- (g) Programming Committee – Varda Solomon, Chair
- (h) Website/Technology Committee – Robert Schaufeld, Chair
- (i) Staff Reports – Board Package
- (j) Interim Director – Christine Johnson

OLD BUSINESS

Amendment to Procedures for Approval for Construction Contracts (Change Orders)

NEW BUSINESS

- (a) Nominating Committee Vacancy
- (b) Administrative Assistant – Director's Office
- (c) Junior Accountant – Business Office
- (d) Collateral Agreement with HSBC
- (e) Acceptance of Donation to Levels
- (f) Change Order For Additional Asbestos Abatement**
- (g) MediaSurfer – Item for Discussion
- (h) AmazonSmile – Item for Discussion

CORRESPONDENCE

Email – Michelle Schimel

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

April 14 (Budget Hearing & Adoption) - Parkville

ADJOURNMENT

GREAT NECK LIBRARY
BOARD OF TRUSTEES MEETING
TUESDAY, MARCH 24, 2015 – 7:30 P.M.
PARKVILLE BRANCH LIBRARY
10 CAMPBELL STREET, NEW HYDE PARK, NY 11040

ATTENDANCE SHEET

	<u>NAME</u>	<u>ADDRESS/EMAIL</u>
1.	<i>Roseanna Delgumich</i>	
2.	<i>Maxine Marcus</i>	
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