

**GREAT NECK LIBRARY  
MINUTES OF THE  
BOARD OF TRUSTEES MEETING  
JUNE 25, 2013 AT 7:30 P.M.**

A regular meeting of the Great Neck Library Board of Trustees was held on Tuesday, June 25, 2013, in the Community Room of the Great Neck Library, 159 Bayview Avenue, Great Neck, NY 11023. [Agenda attached]

The following Trustees were present constituting a quorum:

Marietta DiCamillo – President  
Francine Ferrante Krupski – Vice President [arrived at 7:45 p.m.]  
Varda Solomon – Secretary  
Josie Pizer – Treasurer  
Joel Marcus – Assistant Treasurer  
Michael Fuller – Assistant Treasurer  
Janet Nina Esagoff [arrived at 7:45 p.m.]

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

**CALL TO ORDER**

President DiCamillo called the meeting to order at 7:35 p.m.

**MINUTES**

**Upon motion by Varda Solomon, seconded by Josie Pizer, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees approve the Minutes of the May 28, 2013, meeting as presented.

**VOTE:** Yes – 5 (DiCamillo, Fuller, Marcus, Pizer, 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:

- June 25, 2013, Treasurer's Report;
- Warrant dated May 18, 2013 through June 14, 2013, checks numbered 0031346 through 0031350, 0031376 through 0031381, 1264, and 46688 through 46719, and To-Be-Paid Checks numbered 46720 through 46817, the

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sums set against their respective names, amounting in the aggregate to \$329,223.88;

- Payroll Warrants for pay dates May 2, 2013, May 16, 2013 and May 30, 2013, and which have been reviewed by the Treasurer, in the amounts of \$157,464.46, \$152,698.20 and \$151,223.06 respectively, for a total of \$461,385.72.

**VOTE:** Yes – 5 (DiCamillo, Fuller, Marcus, Pizer, Solomon)

*MOTION CARRIED UNANIMOUSLY*

## **PAYROLL CHANGES**

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

**RESOLVED,** that the Great Neck Library Board of Trustees accept the Payroll Changes of May 18, 2013 through June 14, 2013 as presented, and which have been reviewed by the Finance Committee.

**VOTE:** Yes – 5 (DiCamillo, Fuller, Marcus, Pizer, Solomon)

*MOTION CARRIED UNANIMOUSLY*

## **REPORTS**

### **Finance Committee**

The Committee met on Tuesday, June 18, 2013 – 7:30 p.m. at Station Branch Library.

#### Old Business

Neil Zitofsky, Business Manager reviewed packet of old business including:

1. The Digitization of Personnel, Payroll and Business records.
2. Adjustments to the Payroll/Time and Attendance system. Additional supervisory staff training will be scheduled.
3. Review of NLS Database billing methods. There was a question about whether NLS ever passes a resolution to approve weighted billing.
4. Field work for the audit is scheduled to begin July 22, 2013.
5. Budget:
  - a. New Head of maintenance will examine procedures for Sunday/Holiday/Summer book drops.
  - b. Discussion with Computer Department about cutting Verizon costs did not pan out.
  - c. Overtime analysis
6. Summary of Pension and Health insurance rates and costs for 2010-2013.
7. Renovation Finances, including estimates of Library Tax for the bond issue and projected operating costs for renovated building.

#### Routine Business

2. Monthly Procedures
  - a. Review of Warrants
  - b. Review of GNL financial statements

#### New Business

3. Year end
  - a. 2013 Budget Revision

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- b. Projected 2013 surplus: Neil expects a surplus between \$200,000 and \$275,000 for the fiscal year that ends June 30, 2013. Amended “comments” section in the budget needs to be done so that an explanation for each item is public.
  - c. Restricted Fund balances were examined and suggestions, by Marietta, for the additions were made for each fund. Business Manager will discuss each addition at the Board meeting on 6/25/13.
4. Interest rates for financing renovation. Neil was in touch with Noah Nadelson of Munistat and the office of Louise Fishman Town of North Hempstead -BTDC. Noah said that he did one recent deal at 4% and one at 8%. The Town of N. Hempstead reviewed the process and declined to state what the present interest rates were for projects like ours.
  5. There was discussion about the contract for the color copier used by staff. Our next meeting will have pricing for copies that have the ability to scan so that we will be able to eliminate the purchase/repurchase or lease for our present scanner or another scanner.
  6. The installation of people counters that count entrance into the building by hour will be put on hold but we will still need pricing for these counters. We will wait until the Building Renovation is completed before a decision is made about a purchase.
  7. There was discussion about beginning a plan for formalized fundraising for the building renovation, including naming opportunities. Laura will check Jane’s files for any information she may have gathered.

#### Reports Held Over

1. Multiple titles by employee, departments, hours and payroll.
2. Analysis and review of the discrepancies of the NLS delivery charges.
3. Changed report of Main Building and Special Services Fund with accurate reporting.
4. Amounts that can be funded for the renovation.
5. Attachments not part of the Finance Packet.

Next meeting is scheduled for Thursday, July 18 at Main. Sign checks. Adjournment at 9:15 pm. [End of written report]

Committee Chair Josie Pizer asked the Business Manager to review the 2013 budget and any transfer of surpluses that is being recommended.

Mr. Zitofsky explained that the auditors advised that budget reallocation should be done before the auditors come and before the numbers are final rather than base these transfers on the audit report. He explained that the process he used is to identify the lines that he supposed will be overspent and determined what lines seemingly will be underspent and then he did the reallocation. The Business Manager then reviewed some of the lines that were affected.

*(Trustees Nina Esagoff and Ferrante Krupski arrived at this point)*

Trustee Solomon inquired about the \$600 security deposit to the School District for the yard sale sponsored by the Parkville Branch and whether this money was refunded. She would like for this to be removed from the Parkville programming line of the budget as an over expenditure. Mr. Zitofsky stated that the June income has not yet been posted but he will look into it and have it rectified for the next Finance Committee meeting.

#### Branch Committee

Trustee Fuller, Chair of the Branch Committee, reported on the branches as follows:

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Lakeville – He visited the Lakeville Branch and he observed that the carpet was replaced and everything looked good and there was no odor. The Interim Director added that the air conditioning was not working but has since been fixed.

Parkville – He is waiting for more staff input as to the best way possible to move things around. The committee is not ready to make any recommendations to the Board. The interim Director also reported that the Business Manager and herself met with Doris Newman, a specialist in library shelving and furniture, and who had done some work when the Parkville children's space was renovated several years ago. There is no charge to the library for her consultation visit.

Station – The Interim Director reported that the wet tiles were replaced and then, after the storm, the tiles became wet again and the landlord is not responding. She was instructed to contact the attorney so he can send the landlord a letter referencing all the correspondences that had been sent to him regarding the leaking roof. Trustee Fuller also added that the circulation desk will be relocated as soon as the new Head of Maintenance is settled in.

### **Building Advisory Committee (BAC)**

President DiCamillo reported that the BAC together with the Board of Trustees met three times this month to interview potential candidates for the position of Owner's Representative. The BAC will then recommend an Owner's Representative to the Board at a special Board meeting on July 23, 2013 at 7:30 p.m. as well as submit Option 7 plan with budget estimates.

The BAC also met with KG&D to finalize Option 7 plan which the committee believes the Board and the public will like as it is well thought out. They will also meet again on July 9, 2013 at 7:00 p.m. to review the plan before recommending it to the Board.

The public will have several opportunities to see the plan and they can make recommendations which will be then evaluated before any modifications are made. Modifications will be made up to the point of the schematic. All the meetings are posted and are open to the public. The building information will be provided to the public through mailings, speakers and email blasts as well as reaching out to civic associations, seniors, the Park District and GNVOA, among others.

There is a resolution on tonight's agenda to increase the BAC membership to include the Business Manager. She polled the committee members regarding their willingness to continue until the project is completed and they were all agreeable. Subsequently, there is a resolution on this agenda to extend the date of the BAC operation.

The September date for a referendum, which was decided on at the last Board Meeting, is not a viable date for the School District who will be holding the referendum on behalf of the Library. The new date will be in November (see page 11).

Trustee Pizer, who chairs the Outreach Sub-Committee, reported that the committee – Michael Currie, Chris Johnson, Amy Levinson, Marianna Wohlgemuth, and herself – has been working on a series of bookmarks to keep the public informed. Every time a patron checks out an item, staff should place a bookmark in the item. The Interim Director will bring this to the attention of

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the Department and Branch Heads who will instruct their staff accordingly. There is a total of seven bookmarks, six of which have already been approved. The information on the bookmarks will appear in weekly issues of the local newspapers. President DiCamillo will also have an article in the next issue of the local newspapers.

*Public Comment: Karen Rubin, Dan Nachmanoff*

### **Director Search Committee**

Trustee Ferrante Krupski, committee chair, reported that there were approximately 22 applications received which were narrowed down to two who possibly met the qualifications. One individual withdrew for personal reasons and the other candidate was interviewed over the telephone on June 6, 2013. The search will be re-opened with an offer of a larger salary range commensurate with experience and qualifications along with full benefits package. The new advertisement will be running for six weeks from mid July to September (see page 8).

Dan Nachmanoff, a member of the public, suggested to the Board that based on past experience of how difficult it is to get someone from far away especially since this is a very expensive community and the cost involved in relocating, the Board might want to concentrate on the tri-state area. He also suggested that since the salaries of library director are public information, all those directors making less than what Great Neck is offering, should be contacted and asked if they are interested in the position. President DiCamillo stated that Trustee Ferrante Krupski may want to email the other members on the committee to get their opinion on limiting the search to the tri-state area.

Trustee Solomon asked that Nassau Community College, University at Farmingdale and Stonybrook University be added to the list of universities to which the advertisement will be sent.

*Public Comment: Karen Rubin, Dan Nachmanoff*

### **Long Range Planning Committee**

Nothing to report.

### **Policy & Bylaws Committee**

The next meeting of the Policy/Bylaws Committee is July 17, 2013. President DiCamillo charged the committee with reviewing the following policies which should take priority over the other items that the committee had on the agenda for its upcoming meeting:

- (1) formalize personnel policy to address the manner in which vacant positions are currently replaced;
- (2) Review the Financial Guidelines for Vendors policy. During interviews with Owners' Representative, it came up that in the event that there are change orders in the construction process, there needs be a committee on hand to make decisions rather than having to wait for the next Board meeting as this will delay the process.

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## **Secretary**

The number of pages of Board Meeting Minutes from 1999 going forward that would require scanning should be determined to see if the number falls within the Library's contract with Digiscribe.

## **Staff Reports**

Trustee Pizer asked the Interim Director to follow up on the missing reports from staff who attended conferences. She stated that there are some very good suggestions in the reports she read and she wanted to know how the things that staff learned at the conferences will be implemented for the benefit of the library and its patrons.

President DiCamillo announced that the first email blast will contain the BAC meeting with KG&D on July 9<sup>th</sup> and also the first bookmark. Thereafter, every two weeks some news and a bookmark should go to all those who signed up.

## **Interim Library Director**

(Text of written report below)

### **Grants**

Bullet Aid from Senator Martins: I received a call from Senator Martins on June 13 advising me that he has allocated \$25,000 in Bullet Aid to the Great Neck Library. This unrestricted grant comes from unallocated funds of the State Education Department. He suggested that libraries are a great educational resource in the community and the Bullet Aid will enhance services locally. The money will be wired into the Library's account sometime in mid-August. Senator Martins requests that we identify a project and keep his office apprised of its progress. I have called a meeting of the Department Heads to brainstorm about potential projects that would best enhance library services, collections or facilities.

Back in April Senator Martins office called to say that the Great Neck Library was the recipient of a \$100,000 Library Grant for the purchase and installation of RFID technology. This grant was approved by the Governor's Division of Building and would be disbursed by the State Dormitory Authority. I have not received any further word on the matter and have called the Senator's office to ask that they try to determine the hold-up.

### **Building Renovation**

Owner's Representative interviews: The Building Advisory Committee has interviewed five firms that have supplied a bid for the Owner' Representative position. A sixth firm will be interviewed the week of June 24.

### **Maintenance**

Replacement of Cracked Boiler Plate: In February the Library Board approved the proposal from SaveMor Mechanical for emergency repair work to the packaged boiler designated B-1. The Board agreed to purchase the replacements parts (cracked #2 boiler section and cracked front boiler plate) in advance to keep on hand in case the boiler broke down during the winter. The boiler continued to function through the spring and in May, when heat was no longer needed the replacement parts were installed with no interruption of library service.

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### Conditions at Lakeville

Rubber tile flooring had been installed at the front entrance area of the Lakeville branch. The tiles replace carpeting that became wet in bad weather and was thought to contribute to the mildew smell that developed at the Lakeville Branch in March. Ruth reports that she now notices a rubber smell, not unlike the smell of a new shower curtain, but expects it to dissipate over time.

### Meetings and Conferences

Spring is the time for Library Conferences: Shuqian Zhang attended the Computers in Libraries Conference in Washington D.C. April 9-12. Janet Fine and Christine Johnson attended the Innovative Interfaces User's Group in San Francisco the week of April 22. The Long Island Library Conference was attended on May 2 by 10 employees representing every department and branch of the Great Neck Library. They are Deidre Goode, Denise Liggio, Lisa Stowe, Jonathan Aubrey, Courtney Greenblatt, Judy Snow, Marion Dodson, David Aubrey, Hai-nee Tan and Wanda Lei. Irina Zaiants will attend the American Library Conference in Chicago June 29 through July 3. I have asked everyone who has attended these conferences to type up a report and will ask them to speak about an interesting idea they encountered at our next staff meeting. [End of written report]

## **President's Report**

President DiCamillo reported on the following:

- NLS Update – Great Neck Library Sub-Committee on NLS Funding met on June 3, 2013, at Parkville with the dissenting libraries and the consensus from that meeting was to send a letter to all the member libraries asking them to meet to brainstorm on the exorbitant fees – a 279% increase over a four year period. There will be a meeting on July 15 with NYS Librarian Margolis, NLS Director Jackie Thresher, NLS attorney, and NLS Board members along with Trustees Josie Pizer, Janet Nina Esagoff and herself. The Great Neck Library attorney will probably be in attendance.
- Library Newsletter was changed from bi-monthly to quarterly. The next issue is scheduled to be mailed after the library's Bylaws deadline for the library election information to be disseminated to the membership. Estimates were obtained for a separate mailer which would cost approximately \$2,300 for printing. Conversely, if we were to go with a 16-page issue of the newsletter as opposed to 12 pages, the cost would be approximately another \$200 for printing. It was decided to go with the latter which would be mailed to the public earlier than scheduled so as to meet the deadline. This would require that all information be submitted to the Programming Office no later than the end of July.
- A temporary Relocation Committee will be formed at tonight's Board meeting [see page 12]. Also, a fundraising committee will be formed in the very near future to work on fundraising as well as creating a beautiful children's garden with help from specialists and professionals who would donate some of their time to this cause. She asked Trustees to think about serving on this committee.

## **OLD BUSINESS**

### **New Job Description for Library Director** (Third Reading)

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

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**RESOLVED**, that the Great Neck Library Board of Trustees approve the Job Descriptions for the Library Director position as recommended by the Director Search Committee.

*Public Comment: Karen Rubin, Dan Nachmanoff*

**VOTE:** Yes – 7 (DiCamillo, Ferrante Krupski, Fuller, Marcus, Nina Esagoff, Pizer, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

**Upon motion by Joel Marcus, seconded by Francine Ferrante Krupski, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees amend the Board Policy Manual by replacing the existing Section 300-10 – Responsibilities of the Library Director – with the new job descriptions for the library director.

**VOTE:** Yes – 7 (DiCamillo, Ferrante Krupski, Fuller, Marcus, Nina Esagoff, Pizer, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

## **NEW BUSINESS**

### **Library Director – Amendment to Salary Range & Benefits Package**

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

**RESOLVED**, that the Great Neck Library Board of Trustees amend the resolution approved on March 21, 2013 for a salary range of \$118,000-\$128,000 per year with full benefits package to a new competitive salary range of up to \$150,000 per year with full benefits package commensurate with experience and qualifications.

**VOTE:** Yes – 7 (DiCamillo, Ferrante Krupski, Fuller, Marcus, Nina Esagoff, Pizer, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

### **Library Director – Amendment to Advertisement**

**Upon motion by Janet Nina Esagoff and seconded by Michael Fuller, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees approve the revised advertisement and reopen the search for the position of Library Director as recommended by the Director Search Committee. [Advertisement below]

Library Director—Great Neck Library, Great Neck, New York

The Board of Trustees of the Great Neck Library seeks a highly qualified Library Director to fulfill the Library's mission to provide access, ideas, information and a variety of educational,

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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 5 years of management experience as a library director or assistant director in a public library.
- Ability to lead a Main Building renovation plan through a successful public referendum 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.
- Proven experience with personnel issues and labor relations required.
- 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:** Up to \$150,000 with full benefits package commensurate with experience and qualifications.

Candidates meeting the above qualifications must submit a formal letter of application and resume by September 6, 2013, to:

Francine Ferrante Krupski  
Library Director Search Committee Chair  
[directorsearch@greatnecklibrary.org](mailto:directorsearch@greatnecklibrary.org)

Describe your future objectives for our library system and yourself.

Please submit your written response to two of the following questions along with your resume and cover letter:

1. Describe your core values and public service philosophy.
2. What are the key elements of an effective strategy plan?
3. How would you respond to a patron complaint, such as “How come the library doesn’t have more e-Book titles?”
4. A patron owes \$30 for lost materials and overdue books. She says they were returned and she paid the money for the lost materials to someone else. How would you handle this?

**VOTE:** Yes – 7 (DiCamillo, Ferrante Krupski, Fuller, Marcus, Nina Esagoff, Pizer, Solomon)  
**MOTION CARRIED UNANIMOUSLY**

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### **Library Director – Amendment to the Budget for Advertisement Placement**

**Upon motion by Varda Solomon and seconded by Josie Pizer, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees authorize additional funds in the amount of \$1,500 for the purpose of placing advertisements in certain publications and websites to recruit candidates for the Library Director position. Advertisements shall be placed in the following: ALA Joblist, LinkedIn, Metro New York NYT Online and Monster.Com, New York Library Association, Public Library Association, and free websites: Nassau County Library Association, Suffolk County Library Association, Innovative Interfaces User's Group Listserv, Web4Library Listserv (An electronic discussion group for World Wide Web Library Managers and universities). Such funds to be taken from the Recruitment & Training budget line.

*Speaking: Karen Rubin*

**VOTE:** Yes – 7 (DiCamillo, Ferrante Krupski, Fuller, Marcus, Nina Esagoff, Pizer, Solomon)  
**MOTION CARRIED UNANIMOUSLY**

### **Acceptance of NYS Great Neck Library Annual Report**

**Upon motion by Joel Marcus and seconded by Michael Fuller, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees accept the New York State Great Neck Library 2012 Annual Report for public and association libraries as presented.

**VOTE:** Yes – 7 (DiCamillo, Ferrante Krupski, Fuller, Marcus, Nina Esagoff, Pizer, Solomon)  
**MOTION CARRIED UNANIMOUSLY**

### **Budget Reallocation**

**Upon motion by Josie Pizer and seconded by Francine Ferrante Krupski, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees authorize the line-item changes to the 2013 Operating Budget as detailed in the 2013 Budget Reallocation Analysis, a copy of which is to be appended to the minutes of this meeting, as well as to the copy of the 2013 Budget maintained on file for the public at Main and the Branches.

Trustee Solomon asked for this to be tabled since she does not have sufficient information to vote to which President DiCamillo explained that it has to be done now because of NYS laws. President DiCamillo suggested approving the motion now and the \$600 paid to the School District as security deposit for yard sale sponsored by the Parkville Branch will be transferred

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back to the line it came from. It will not be spent but will appear as surplus. (See Finance Committee Report on page 3)

**VOTE:** Yes – 6 (DiCamillo, Ferrante Krupski, Fuller, Marcus, Nina Esagoff, Pizer)  
Abstention – 1 (Solomon). *MOTION CARRIED*

### **Referendum Date**

**Upon motion by Francine Ferrante Krupski and seconded by Josie Pizer, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees select Tuesday, November 19, 2013, as the date for the referendum for the Main Building renovation. Such date is subject to negotiations with the Great Neck School Board.

*Public Comment: Karen Rubin, Dan Nachmanoff*

**VOTE:** Yes – 7 (DiCamillo, Ferrante Krupski, Fuller, Marcus, Nina Esagoff, Pizer, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

### **Amendment to Building Advisory Committee Membership Composition**

**Upon motion by Josie Pizer and seconded by Varda Solomon, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees amend the original resolution approved at the November 22, 2011 meeting of the Great Neck Library Board or Trustees, in order to add the Business Manager as a member of the Building Advisory Committee.

**VOTE:** Yes – 7 (DiCamillo, Ferrante Krupski, Fuller, Marcus, Nina Esagoff, Pizer, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

### **Extension of Building Advisory Committee Deadline**

**Upon motion by Joel Marcus and seconded by Varda Solomon, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees, after polling current members of the Building Advisory Committee (BAC) and having been advised that 100% of the current members wish to remain on the BAC, amend the resolutions dated November 22, 2011, September 20, 2012 and April 23, 2013 and authorize the Building Advisory Committee to continue to serve the Great Neck Library Board of Trustees through the successful completion of the referendum and subsequent construction. The building plans will be submitted together with an estimated budget at the special meeting to be held July 23, 2013.

**VOTE:** Yes – 7 (DiCamillo, Ferrante Krupski, Fuller, Marcus, Nina Esagoff, Pizer, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

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### **Relocation Committee**

The Relocation Committee is comprised of Trustees – Joel Marcus, Varda Solomon, Marietta DiCamillo and Francine Ferrante Krupski (chair); staff – Business Manager Neil Zitofsky and Chris Johnson; and two members from the public. The committee will be responsible for gathering information for relocating library services during the renovation of the Main Library building. The first meeting will be July 8 at 7:00 p.m. at the Station Branch.

The Business Manager asked if the Board would consider having more than two staff members since there are so many different things to be considered and he is not sure two people would have all the information to represent all the service areas of the library. Mr. Zitofsky will discuss this with the Interim Director. Two key areas that will be affected will be Levels and the computer room and staff from these departments should be included on the committee.

### **Purchase of Computer Equipment**

**Upon motion by Janet Nina Esagoff and seconded by Michael Fuller, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees authorize the purchase of ninety (90) computers from Hi & Low Computers at a cost of \$508 each for a total of \$45,702. Forty two (42) computers will be charged to the \$25,000 Computer Hardware budget line in the 2013 operating budget. The balance of 48 computers will be ordered in July and charged to the \$25,000 Computer Hardware budget line in the 2014 operating budget. This is being done as it is our only means to purchase ninety (90) units configured alike.

Trustee Pizer felt that the Board did not have much input or time to consider other options and this should not be done on a pro forma basis. Trustee Nina Esagoff questioned the timing of this since the Board is preparing for a referendum.

**VOTE:** Yes – 5 (DiCamillo, Ferrante Krupski, Fuller, Marcus, Solomon)  
Abstention – 1(Pizer); Opposed – 1(Nina Esagoff) *MOTION CARRIED*

### **Excess Equipment**

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

**RESOLVED**, that the Great Neck Library Board of Trustees declare the items listed on the schedule from the Computer Department dated June 2013 exceeded and authorize the Interim Director to dispose of same in an appropriate manner.

**VOTE:** Yes – 7 (DiCamillo, Ferrante Krupski, Fuller, Marcus, Nina Esagoff, Pizer, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

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## **CORRESPONDENCE**

Marianna Wohlgemuth was not present to speak to her letter of June 12, 2013, which is attached to these Minutes.

## **OPEN TIME**

No comments.

## **ADJOURNMENT**

The meeting was adjourned at 9:20 p.m. on motion by Josie Pizer and seconded by Francine Ferrante Krupski.

Respectfully submitted,

Varda Solomon  
Secretary, Board of Trustees