

**GREAT NECK LIBRARY
MINUTES OF THE
SPECIAL BOARD OF TRUSTEES MEETING
JULY 31, 2014 AT 8:00 P.M.**

A special meeting of the Great Neck Library Board of Trustees, preceded by an executive session, was held on Thursday, July 31, 2014, in 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
Josie Pizer – Treasurer
Joel Marcus – Assistant Treasurer
Michael Fuller – Assistant Treasurer [left at 9:55 p.m.]
Janet Nina Esagoff [left at 9:55 p.m.]
Varda Solomon – Secretary

Also present:

Christine Johnson – Interim Assistant Director
Neil Zitofsky – Business Manager
Noah Nadelson – Financial Advisor [left at 8:35 p.m.]

Absent with Prior Notice: Laura Weir – Interim Director

EXECUTIVE SESSION

The Board met in executive session at 7:00 p.m. in the Multi-Purpose Room to discuss issues related to personnel. The Board came out of executive session at 8:20 p.m. on a motion by Trustee Marcus seconded by Trustee Ferrante Krupski

Call to Order

President DiCamillo called the public meeting to order at 8:25 p.m.

Bond Financing

Noah Nadelson, the Library's financial advisor, provided an update on the progress of the bond application. He had met with DASNY last week and another meeting is scheduled for next week, when a timeline will be created, and the bond documents, that have been completed so far, will be reviewed. All documents are expected to be completed by the beginning of September. The bonds will be sold in mid-September and closed at the beginning of October.

He then talked about the financing of the bonds. The Board was asked to think about the bonds from an investor's perspective – why investors buy bonds. Investors buy bonds for tax-free income. Currently, interest rates are low. When the interest rates go higher, the price of the bonds goes lower. In today's market, with comparatively low interest rates, investors are willing to pay more for bonds. The referendum approved by the community authorizes the library to collect \$10.4 million plus the bond sale premium.

Mr. Nadelson then reviewed the summary chart prepared by the bond underwriter, Roosevelt & Cross, which is attached to these Minutes. The Board was asked to decide how they will use the premium derived from the sale of the bonds – they can use it to fund the cost of the project and/or the debt service, or assign it to capital reserve fund. The Board can also reduce the size of the bond issue to produce net proceeds from the sale of the bonds of \$10.4 million, including any premium. Mr. Nadelson recommended that the Board maintain flexibility and not reduce the size of the offering. His advice was to let the market dictate the premium. This will provide the most flexibility.

He was thanked for making such a difficult subject so simple and coming at such a short notice. He left at 8:35 p.m.

Executive Session

The Board then returned to executive session at 8:35 p.m. in the Multi-Purpose Room on a motion by Josie Pizer and seconded by Joel Marcus. The Board came out of executive session and returned to public session at 8:45 p.m. on a motion by Trustee Pizer, seconded by Trustee Ferrante Krupski.

Trailer

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

RESOLVED, that the Great Neck Library Board of Trustees approve the following contracts for the installation of a trailer in the library's parking lot alongside Bayview Avenue to house the Network Servers, Millennium Server, Encore Server, Webserver, telecommunications, and five staff members for a fourteen-month period effective September 1, 2014, during closure of the Main Building for renovation:

Lease of a 10'x50' CA 1050 mobile unit from Cassone Leasing Inc. as specified in their proposal dated May 19, 2014, at a rate of \$275 per month for twelve months, plus additional charges of \$1,015 for delivery, pickup, block and level, and steps for a total cost not to exceed \$5,000;

CallAhead to provide sanitary facilities for twelve months, as per their proposal at a cost not to exceed \$5,000;

JHACS Electric, Inc., to provide electrical power to the trailer as per their proposal dated April 28, 2014, at a cost of \$6,000 which includes a mobilization payment of \$3,000 to cover the initial cost of materials;

Corstar to move the servers and all network and Innovative Interfaces (catalog) equipment from the Computer Room to the trailer as per their proposal dated May 12, 2014, at a cost not to exceed \$2,160;

Rental of truck for transporting the servers from the computer room to the trailer, at a cost not to exceed \$800 which includes a \$400 refundable security deposit,

Verizon to provide temporary fiber and copper for telephone services to the trailer at a cost not to exceed \$31,000 as per their proposal dated April 11, 2014;

Select Telecom to move the telecommunication servers and switchboard, and store the phones for the Main Library as per their proposal dated April 25, 2014, at an amount not to exceed \$6,940;

All such expenses, totaling \$56,900, are to be charged to the Main Building and Special Services fund.

Public Comment: Pam Marksheid, Steve Brill

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

GNUFSD Reimbursement for Referendum expenses

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

RESOLVED, that the Great Neck Library Board of Trustees reimburse the Great Neck School District a total of \$23,488.48 for expenses, which include the renting and trucking of voting machines, election workers expenses, and printing and postage and supplies, incurred by the School District for conducting the Referendum Vote on behalf of the Great Neck Library on November 19, 2013 for the renovation of the main library building. Such funds are to be taken from the Main Building and Special Services fund.

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

Installation of Parkville Doors

Upon motion by Michael Fuller, seconded by Francine Ferrante Krupski, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees authorize the hiring of Bremco Home Improvements, Inc. to install two solid birch wood glass pane doors to enclose the opening between the new space and the existing space at the Parkville Branch as per their proposal dated July 8, 2014, at a cost not to exceed \$3,650 to be charged against the Branch and Special Services fund.

Trustee Fuller, who chairs the Branch Committee, explained that with the acquisition of the new space in the back of the branch, there is now a big open doorway that separates both spaces and when programs are taking place in the new space, doors are needed to sound proof the room.

President DiCamillo also added that the new space will serve a dual purpose. Technical Services will be relocated in that space and doors are needed to secure the equipment that will be in that room. During this period, programs will be held in the smaller programming space.

Public Comment: Karen Rubin

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

Acceptance of Personnel Changes

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

RESOLVED, that the Great Neck Library Board of Trustees accept the Personnel Changes of June 7, 2014, through July 18, 2014, which have been reviewed by the Finance Committee.

Public Comment: Karen Rubin, Jonathan Schindler, Fred Lauro

VOTE: Yes – 6 (DiCamillo, Ferrante Krupski, Fuller, Marcus, Nina Esagoff, Pizer)

MOTION CARRIED UNANIMOUSLY

Retirement of Interim Director

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

RESOLVED, that Whereas, Laura Weir began her service at the Great Neck Library as Assistant Director on October 7, 2002, and Interim Director on January 2013;

Whereas, Laura Weir has announced her retirement as the Interim Director of the Great Neck Library in a letter to the Great Neck Library Board of Trustees President, Marietta DiCamillo, dated June 21, 2014, and which shall be made part of the record; [attached]

Whereas, Laura Weir's effective date of retirement shall be December 26, 2014; therefore be it:

RESOLVED, first, that at the request of Ms. Weir to retire effective December 26, 2014, the members of the Board of Trustees accept her desire to retire in accordance with her employment contract dated January 2013.

RESOLVED, second, that we the members of the Board of Trustees of the Great Neck Library, express our sincere appreciation of Ms. Weir's years of service to the Great Neck Library.

When asked by a member of the public, why it is taking so long to find a director, Trustee Ferrante Krupski, who chairs the Director Search Committee, responded that many applications were received but the committee felt that they did not receive applicants who would be able to bring the Great Neck Library forward and the search was suspended. With the upcoming retirement of the Interim Director, the committee will have to meet and decide on the next step.

A member of the public asked that the posting of the Library Director vacant position be put back on the library's website. The public was asked to encourage any of their friends, who are library directors, to apply.

Public Comment: Pam Marksheid, Neil Leiberman, Fred Lauro

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

MOTION CARRIED UNANIMOUSLY

Reallocation of PILOT Monies

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

RESOLVED, that the Great Neck Library Board of Trustees accept the PILOT funds received from the Great Neck Public Schools on July 1, 2014, in the amount of \$7,027.83, and that such funds be transferred into the Automated Library Fund for the purpose of building the Library's independent OverDrive e-book and e-audiobook collection.

VOTE: Yes – 6 (DiCamillo, Ferrante Krupski, Fuller, Marcus, Nina Esagoff, Pizer)

MOTION CARRIED UNANIMOUSLY

PC and Telephone for Branches During Relocation

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

RESOLVED, that the Great Neck Library Board of Trustees authorize an expenditure not to exceed \$12,000 for PC cabling, telephone and electrician services required at the branches during relocation. Such expenses to be charged to the Main Building and Special Services fund.

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

MOTION CARRIED UNANIMOUSLY

Professional Movers to Handle Moving and Storage for Main Closure

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 accept the proposal for professional moving services as submitted by American Interfile and Library Services as per their proposal dated June 30, 2014, for an amount not to exceed \$140,000, to be taken from the Main Building and Special Services fund.

President DiCamillo, on behalf of the Trustees, especially thanked staff members, Christine Johnson for an incredible job done, Janet Fine for diligently working on the trailers, and Neil Zitofsky for staying on top of things, as well as members of the BRIT Committee.

Public Comment: Karen Rubin

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

MOTION CARRIED UNANIMOUSLY

Other Business

President DiCamillo asked that the Trustees review the information that was included in their Board Packets relating to fundraising, which will be discussed at the next Fundraising Committee meeting [August 11].

The architects will be presenting 70% construction documents to the Building Advisory Committee on August 12 for their review.

Open Time

Pam Marksheid – Village of Great Neck Plaza will be hosting a salute to new merchants either August 19 or 26. She offered the library a table setup to publicize its fundraising. She will forward the information to the Director's Office.

The following members of the public spoke during Open Time in support of Levels Program and asked the Board not to lay off part-time staff during the closure of the Main Building:

Neil Leiberman, Jenna Hopp, Ethan Debehar, Jon Schindler, Janet Gillen, Jaclyn Schindler, Richard Feder, Jasmine Guillen, Michelle Geffner, Dr. Joyce Steinfeld, Fred Lauro, Erica Hill, Eric Horn, Allan Schwartz, Karen Rubin, Becka Shaktman, Eric Schles, Mindy Ohringer, Helen Moore, Gabby Volano

Date of Next Meeting

August 28 – Trustees Fuller and Ferrante Krupski will not be able to attend.

Adjournment

The meeting was adjourned at 10:05 p.m. on a motion by Varda Solomon and seconded by Josie Pizer.

Respectfully submitted,

Varda Solomom
Secretary, Board of Trustees