
**GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES SPECIAL MEETING
TUESDAY, AUGUST 25, 2020, AT 7:00 P.M.**

A special meeting of the Great Neck Library Board of Trustees was held on Tuesday, August 25, 2020, via WebEx [Agenda attached]

The following Trustees were present constituting a quorum:

Weihua Yan – President
Liman Mimi Hu – Vice President
Scott Sontag – Secretary
Chelsea Sassouni – Assistant Treasurer
Josie Pizer – Assistant Treasurer

Also Present: Tracy Van Dyne – Acting Director
Steven Kashkin – Business Manager

Absent with Notice: Rebecca Miller– Treasurer
Barry Smith – Trustee

CALL TO ORDER

The meeting was called to order by President Yan at 7:05 p.m.

SECRETARY’S REPORT ON INDEPENDENT PETITIONS

Secretary Sontag read aloud:

Two Independent Candidate Petitions have been received and the October election ballot will contain the following:

Roya Songhorian and Kathleen Gold for the expiring seat of Rebecca Miller; Board of Trustees.
Josephine Mairzadeh for the expiring seat of Josie Pizer; Board of Trustees.
There are no candidates for the two expiring Nominating Committee Seats.

Trustee Sassouni inquired if a Meet the Candidates event will be held to provide the community with an opportunity to get to know the candidates running this year. H. Coscetta stated that a candidates’ night will take place on October 8th and that per the League of Women Voters the event will take place via Zoom. Trustee Hu wants to ensure that the community will be able to vote by mail and that the election process and important dates will be widely advertised. Administration confirmed that voting by proxy will be available as it is every year and that the election will be appropriately advertised through several different avenues. Trustee Hu thanked the staff for their promotion efforts in getting community members to run for the Board during the pandemic.

PAYROLL CHANGES REPORT

Upon motion by Trustee Pizer, seconded by Trustee Sassouni and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees accept the Payroll Change reports of July 1, 2020 through July 31, 2020 as presented, which has been reviewed by the Finance Committee.

VOTE: Yes – 5 (Yan, Hu, Sontag, Sassouni, Pizer)

MOTION CARRIED UNANIMOUSLY

AMEND CONTRACT FOR MDA DESIGNGROUP FOR PARKVILLE BRANCH

Upon motion by Trustee Pizer, seconded by Trustee Sontag and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees amend the contract with MDA Designgroup International, to include additional services that will not be performed by BBS. Fees not to exceed \$49,000; to be charged to the Branch and Special Services Fund. The agreement was reviewed by counsel.

Public Comment: M. DiCamillo asked if this modification is a result of the library utilizing the school's architect. Acting Director Van Dyne confirmed that it is.

VOTE: Yes – 5 (Yan, Hu, Sontag, Sassouni, Pizer)

MOTION CARRIED UNANIMOUSLY

ACCEPTANCE OF ACTING DIRECTOR/ASSISTANT DIRECTOR'S RESIGNATION

Upon motion by Trustee Hu, seconded by Trustee Sontag and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees accept the resignation of Tracy Van Dyne as Acting Director and Assistant Director effective October 9, 2020.

VOTE: Yes – 5 (Yan, Hu, Sontag, Sassouni, Pizer)

MOTION CARRIED UNANIMOUSLY

Board Comment: President Yan thanked Acting Director Van Dyne for her service to the library especially during the recent pandemic. His sentiments were echoed by all Board members present

Public Comment: M. DiCamillo applauded Acting Director Van Dyne for her work and her efforts in getting the new website up and running. She wished her the best on all her future endeavors.

INTERIM DIRECTOR SEARCH

Upon motion by Trustee Hu, seconded by Trustee Sontag and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees initiate a search process for an Interim Director which includes but is not limited to posting a job post.

VOTE: Yes – 4 (Yan, Hu, Sontag, Sassouni)
No – 1 (Pizer)

MOTION CARRIED

Board Comment: President Yan explained that the need for this resolution arose following Acting Director Van Dyne’s resignation. Given the urgency, the Board decided, in Executive Session, to search for an Interim Director while the Director Search Committee continue their efforts in hiring a permanent Director. Trustee Pizer asked for the resolution to be amended to read that the Interim Director will be appointed until a permanent Director and Assistant Director are hired. President Yan stated that the Board is responsible for hiring the Director who in turn will hire the Assistant Director and all other staff. Trustee Pizer said that it should not be assumed that if an Interim Director is appointed, they will automatically become the permanent Director.

Public Comment: M. DiCamillo asked if President Yan alone will be selecting an Interim Director. President Yan clarified that the resolution is only for the purpose of initiating the process to search for an Interim Director. Trustee Hu stated that this resolution is necessary so that we do not put ourselves in a position of rushing to hire a permanent Director and also to inform the public that not only are we searching for a Director but also for an Interim Director. President Yan added that he and other Board members should be able to do some outreach to assist in the search for an interim. He continued that he alone will not be picking an interim rather he will just be initiating the process for the entire board to make a selection. President Yan reiterated that this resolution does not specify the process that will be used. Trustee Sontag said that a lot of discussion will be needed following the approval of this resolution as it just approves the start of the process to search for an interim. Trustee Hu agreed and stated that the Board needs to move things along expeditiously to start the search for an Interim Director. Trustee Pizer requested that the resolution be revised to empower the entire Board to move forward with the search for the Interim Director and to include the posting of the job.

OPEN TIME

None

DATES OF NEXT MEETINGS

September 22, 2020 – Regular Board Meeting

ADJOURNMENT

The meeting was adjourned at 8:03 pm on a motion by Trustee Sassouni and seconded by Trustee Hu.

Respectfully submitted,

Scott Sontag
Secretary, Board of Trustees