
**GREAT NECK LIBRARY
MINUTES OF THE
SPECIAL BOARD OF TRUSTEES MEETING
THURSDAY, JULY 15, 2021, AT 6:00 P.M.**

A special meeting with an Executive session of the Great Neck Library Board of Trustees was held on Thursday, July 15, 2021, at the Main Library, 159 Bayview Avenue, Great Neck, NY 11023 [Agenda attached]

The following Trustees were present constituting a quorum:

Weihua Yan – President
Liman Mimi Hu – Vice President
Barry Smith – Secretary
Chelsea Sassouni – Treasurer
Scott Sontag – Assistant Treasurer
Kathleen Gold – Assistant Treasurer

Also Present: George Trepp – Interim Director
Steven Kashkin – Business Manager

Absent with Prior Notice: Josephine Mairzadeh – Trustee

CALL TO ORDER

The meeting was called to order by President Yan at 6:05 p.m.

EXECUTIVE SESSION

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

RESOLVED, that the Great Neck Library Board of Trustees enter into Executive Session for a discussion on the Litigation and Personnel Matters.

VOTE: Yes – 5 (Yan, Smith, Sassouni, Sontag, Gold)

MOTION CARRIED UNANIMOUSLY

Trustee Hu entered at 6:13 p.m.

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

RESOLVED, that the Great Neck Library Board of Trustees exit Executive Session.

VOTE: Yes – 6 (Yan, Hu, Smith, Sassouni, Sontag, Gold)

MOTION CARRIED UNANIMOUSLY

No action was taken in executive session.

The board reconvened at 6:19 p.m.

APPROVE CONSTRUCTION CHANGE ORDER FOR STATION BRANCH RENOVATION FOR TWO (2) BATHROOMS

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

RESOLVED, that the Great Neck Library Board of Trustees approve the Construction Change Order for the renovation of two (2) bathrooms at the Station Branch in the revised amount of \$59,800.00 from Jobco Incorporated; such funds to be taken from the Branch and Special Services Fund.

VOTE: Yes – 6 (Yan, Hu, Smith, Sassouni, Sontag, Gold)
MOTION CARRIED UNANIMOUSLY

APPROVE NEW PHONE & DATA CABLING FOR THE STATION BRANCH RENOVATION

Upon motion by Trustee Sassouni, seconded by Trustee Smith, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve new phone and network cabling, 2 new Cat6 48 port patch panels and 1 new open bay rack, for the Station Branch renovation in the amount, not to exceed, \$16,836.00 from Corstar; such funds to be taken from the Branch and Special Services Fund.

VOTE: Yes – 6 (Yan, Hu, Smith, Sassouni, Sontag, Gold)
MOTION CARRIED UNANIMOUSLY

APPROVE NEW FIXTURES FOR THE STATION BRANCH RENOVATION

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

RESOLVED, that the Great Neck Library Board of Trustees approve the Construction Change Order for the purchase and installation of LED light fixtures at the Station Branch in the amount of \$6,930.00 from Jobco; such funds to be taken from the Branch and Special Services Fund.

VOTE: Yes – 6 (Yan, Hu, Smith, Sassouni, Sontag, Gold)
MOTION CARRIED UNANIMOUSLY

ACCEPT ENGAGEMENT LETTER WITH H2M ARCHITECTS & ENGINEERS

Upon motion by Trustee Hu, seconded by Trustee Sontag, it was,

RESOLVED, that the Great Neck Library Board of Trustees accept the engagement letter for consulting and expert witness services, in relation to continuing legal matters for the Main Library, in the amount of \$18,000.00 from H2M Architects & Engineers; such funds to be taken from the Main Building and Special Services Fund.

VOTE: Yes – 6 (Yan, Hu, Smith, Sassouni, Sontag, Gold)
MOTION CARRIED UNANIMOUSLY

Board Comment: Trustee Hu expressed strong desire for these costs to be recoverable.

APPOINTMENT OF CHILDREN’S DEPARTMENT HEAD

Upon motion by Trustee Sontag, seconded by Trustee Sassouni, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve the appointment of Rachel Sferlazza to the position of Children’s Department Head with a six-month probationary period, effective August 9, 2021, at an annual salary of \$72,000.00. [Job Description/Posting attached]

VOTE: Yes – 6 (Yan, Hu, Smith, Sassouni, Sontag, Gold)

MOTION CARRIED UNANIMOUSLY

APPROVE STIPEND FOR TEMPORARY CHILDREN’S DEPARTMENT HEAD

Upon motion by Trustee Sassouni, seconded by Trustee Sontag, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve the appointment of Kathryn Baumgartner as Temporary/Acting Department Head of the Children’s Department for a period of one-month, effective July 12, 2021, at a stipend of \$1,000.00. A memorandum of agreement is to be executed to memorialize such agreement.

VOTE: Yes – 6 (Yan, Hu, Smith, Sassouni, Sontag, Gold)

MOTION CARRIED UNANIMOUSLY

OPEN TIME

M. DiCamillo-Parkville & Station Branch Renovations

DATES OF NEXT MEETING

July 27, 2021- Special Board Meeting

ADJOURNMENT

The meeting was adjourned at 6:45 pm on a motion by Trustee Hu and seconded by Trustee Sontag.

Respectfully submitted,

Dr. Barry Smith
Secretary, Board of Trustees