
**GREAT NECK LIBRARY
MINUTES OF THE
SPECIAL BOARD OF TRUSTEES MEETING
TUESDAY, AUGUST 10, 2021, AT 6:00 P.M.**

A special meeting, with an executive session, of the Great Neck Library Board of Trustees was held on Tuesday, August 10, 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.

ACCEPT DONATION

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

RESOLVED, that the Great Neck Library Board of Trustees accept the gift of \$1,000.00 from Jaspán Schlesinger LLP and that an acknowledgment and thank you letter be issued to the firm.

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

MOTION CARRIED UNANIMOUSLY

Board Comment: On behalf of the entire board, President Yan thanked Charles Segal and his firm for the generous donation.

Trustee Gold arrived at 6:09 p.m.

SECRETARY'S REPORT OF NOMINATING COMMITTEE ENDORSED CANDIDATES

Secretary Smith read the following:

The Nominating Committee has endorsed the candidates below to fill seats on the Library Board of Trustees and Nominating Committee that will be expiring December 2021.

BOARD OF TRUSTEES

Four Year Term January 2022-2026 for the seat currently held by Weihua Yan: Donald Panetta

Four Year Term January 2022-2026 for the seat currently held by Barry Smith: Barry Smith

NOMINATING COMMITTEE

Three Year Term January 2022-2025 for the seat currently held by Francine Ferrante Krupski: Josie Pizer

Three Year Term January 2022-2025 for the seat currently held by William Gens: (*Tommi-Grace Melito and Todd Langert, the committee's selections, have withdrawn due to unforeseen circumstances)

Independent Petitions will be accepted until August 15, 2021

Board Comment: On behalf of the entire board, President Yan thanked the Nominating Committee for their hard work.

PUBLIC COMMENTS ON PUBLISHED AGENDA

J. Pizer – 1. Why is the library responsible for replacement of the A/C in Lakeville? President Yan stated that this is per the terms of the lease. 2. Recommends transferring overage resulting from unhired personnel to the Bond Retirement Fund. President Yan said that last year's overage was divided into the Bond Retirement Fund and the Branch Fund. 3. Is there a process for revisiting previously voted on policy changes now that the library has returned to in person board meetings? Trustee Hu clarified that all virtual meetings held were pursuant to the Governor's executive order and carry same weight as in person meetings.

PAYROLL CHANGES REPORT

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

RESOLVED, that the Great Neck Library Board of Trustees accept the Payroll Change reports of June 1 through June 30, 2021 as presented, which has been reviewed by the Audit Committee.

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

MOTION CARRIED UNANIMOUSLY

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

RESOLVED, that the Great Neck Library Board of Trustees accept the Payroll Change reports of July 1 through July 31, 2021 as presented, which has been reviewed by the Audit Committee.

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

MOTION CARRIED UNANIMOUSLY

ACCEPT DONATION

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

RESOLVED, that the Great Neck Library Board of Trustees accept the gift of \$350.00 from David Lau and that an acknowledgment and thank you letter be issued to Mr. Lau.

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

MOTION CARRIED UNANIMOUSLY

Board Comment: President Yan shared that Mr. Lau has been a longtime community activist and is presently volunteering as a cub scout master. On behalf of the entire board, he thanked Mr. Lau for his generous donation.

APPOINTMENT OF WEBMASTER / SOCIAL MEDIA COORDINATOR

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

RESOLVED, that the Great Neck Library Board of Trustees approve the appointment of Cindy Simeți to the position of Webmaster/Social Media Coordinator with a six-month probationary period, effective retroactively to August 9, 2021, at an annual salary of \$57,000.00. [Job Description/Posting attached]

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

MOTION CARRIED UNANIMOUSLY

Board Comments: President Yan stated that Ms. Simeți has been acting in this role for over three years while being compensated with a stipend. This appointment formalizes her position. Trustee Hu stated that going forward appointments should be set for a future date not retroactively.

CONSTRUCTION GRANT APPLICATION

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

RESOLVED, that the Great Neck Library Board of Trustees authorize the president to execute the assurances statement for the NYS Library Construction Grant and approve the submission of an application for such grant in the amount of \$325,000.00 to be used for the Parkville Branch renovation project

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

MOTION CARRIED UNANIMOUSLY

AUTHORIZE LAKEVILLE LEASE RENEWAL

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

RESOLVED, that the Great Neck Library Board of Trustees authorize the president to execute a Lease Modification between Plymouth Realty Co., LLC and the Great Neck Library, for the renewal of the lease for the Lakeville Branch for a ten (10) year period beginning May 1, 2022 at the renegotiated terms starting at \$58 a sq ft with 1.5 % increases in years 2-5 and 2.5% increase in years 6-10.

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

MOTION CARRIED UNANIMOUSLY

PROPOSED POLICY CHANGE

Revise Section 400-80 (Continuing Education) - 2nd Read

President Yan stated that this is a 2nd Read and is attached for everyone's review.

DISCUSSION: RETURN TO MASK MANDATE

President Yan said that given the change in the environment and resurgence of COVID cases, the Board should consider returning to the mask mandate. Trustee Hu shared that there is a growing concern in the community on this, especially when it comes to kids and that most people are in favor of mandating masks. This mandate is not about our own comfort or safety but rather out of care for the children. Trustee Hu continued that the library should contemplate following the examples of various levels of government in requiring staff to be either vaccinated or undergo weekly COVID tests. President Yan thinks it best to hold off on this given the high number of vaccinated staff. Trustee Sassouni concurred. The board agreed to have the library require masks for everyone as soon as possible.

DISCUSSION: IMMEDIATE CLOSURE OF THE LAKEVILLE BRANCH DUE TO NO A/C RESULTING IN NO AIR CIRCULATION WHICH MAY EXACERBATE THE CORONAVIRUS

The board discussed the possibility of closing the branch until further notice. Business Manager, Steven Kashkin, stated that the library has been getting pricing for a replacement unit which ranges from \$12,000 – \$19,000. Once a decision is made and an order placed it can take anywhere from three to five weeks before the equipment is received at which time installation can begin. After discussion, the board agreed to close the branch on a day-to-day basis, dependent on the temperature, until further notice.

OPEN TIME

Interim Director Trepp asked the board to consider opening the Station Branch on Sundays once the Parkville Branch renovations start. President Yan said that this will be revisited when the time comes.

M. DiCamillo – 1. Board should revise the resolution on the Webmaster appointment to reflect today's date. 2. Shared that many Parkville patrons are senior citizens who place their votes for the library trustees at that branch, therefore, the renovations should be held off until after the election.

EXECUTIVE SESSION

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

RESOLVED, that the Great Neck Library Board of Trustees enter into Executive Session for a discussion on a personnel matter relating to the Director Search.

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

MOTION CARRIED UNANIMOUSLY

Trustee Sassouni left at 7:20 p.m.

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

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

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

MOTION CARRIED UNANIMOUSLY

No action was taken in executive session.

The board reconvened at 7:28 p.m.

DATES OF NEXT MEETING

September 21, 2021- Board Meeting

ADJOURNMENT

The meeting was adjourned at 7:30 pm on a motion by Trustee Hu and seconded by Trustee Gold.

Respectfully submitted,

Dr. Barry Smith
Secretary, Board of Trustees