

**GREAT NECK LIBRARY
MINUTES OF
THE BOARD OF TRUSTEES
BUDGET WORKSHOP
Tuesday, March 17, 2009, at 8:00 p.m.**

A Budget Workshop of the Board of Trustees of the Great Neck Library was held on Tuesday, March 17, 2009 at 8:00 p.m., in the Multi-Purpose Room of the Great Neck Library, 159 Bayview Avenue, Great Neck, New York 11023. [Agenda attached]

The following Trustees were present constituting a quorum:

Andrew Greene – Vice President
Marietta DiCamillo – Treasurer
Anna Kaplan – Assistant Treasurer
Varda Solomon – Assistant Treasurer
Josie Pizer

Absent: Martin Sokol – President (with prior notice)
Janet Eshaghoff – Secretary

Also present: Jane B. Marino – Director
Laura Weir – Assistant Director
Neil Zitofsky – Business Manager

CALL TO ORDER

Trustee DiCamillo, served as Chair for the budget workshop. Discussions began at 8:15 p.m.

BUDGET DISCUSSION [A copy of the budget is appended hereto]

Trustee Pizer would like to see the Board planning more than one year into the future. Trustee DiCamillo pointed out that at one time there was a long range planning committee of the Board in place. It was thought that it would be a good idea to revive this committee. Trustee Pizer then asked for this to be placed on the agenda for a future Board discussion.

The Business Manager presented the first draft of the 2010 preliminary budget along with other supporting documentation as a work-in-progress to be reviewed and refined. The Trustees raised questions and discussed the budget.

The Business Manager was asked to do the following for the next budget workshop:

- Look at the vacant staff positions to see how long they have been vacant so a determination can be made as to whether they should be eliminated;

- Get rid of the split in salary for the Business Manager and the Assistant Director. Presently, the Business Manager's salary is split between the Business Office and the Maintenance Department, and the Assistant Director's between the Director's Office and Technical Services. Salaries should be reflected to the department in which the individual is actually sitting.
- Develop brief descriptions of what is included in the various 'library materials' line;
- Get more information on the formula for the Nassau Library System support fee;
- Check on Health insurance alternatives. He should also check with the Risk Management consultant for their assistance in analyzing health insurance benefit plans;
- Break out instruction fee for SAT classes from the Levels budget line;

Mr. Zitofsky was also asked to prepare the General Fund analysis and reconcile the two reports for Trustee DiCamillo.

Speaking: Ralene Adler, Karen Rubin (Great Neck News), Carol Frank (Great Neck Record), Marianna Wohlgemuth

The next budget workshop will be on March 26th following the Board meeting.

OPEN TIME

Speaking: Ralene Adler

ADJOURNMENT

The meeting was adjourned at 9:35 p.m.

Respectfully submitted,

Varda Solomon
Acting Secretary