

GREAT NECK LIBRARY
MINUTES OF THE
SPECIAL BOARD OF TRUSTEES MEETING
Wednesday, January 17, 2001 – 3:30 p.m.

A Meeting of the Board of Trustees of the Great Neck Library was held on **Wednesday, January 17, 2001**, in the Multi-Purpose Room of the Great Neck Library, 159 Bayview Avenue, Great Neck, NY 11023. (Agenda attached.)

The following Trustees were present constituting a quorum:

Bette Weidman, President
Mischa Schwartz, Vice President
Joyce Klein, Secretary
Elayne Bernstein, Assistant Treasurer
Catherine Moore

Absent with Prior Notice: Don Stern, Treasurer
Marietta DiCamillo, Assistant Treasurer

Also present: Christine Salita, Library Director
William Cullen, Legal Counsel

CALL TO ORDER

The meeting was called to order by President Weidman at 3:45 p.m.

EXECUTIVE SESSION

Upon a motion by Mischa Schwartz, seconded by Catherine Moore, and approved unanimously, the Board went into Executive Session at 3:46 p.m.

In-coming Trustees Linda Cohen and John Drukker, and Department Head Arlene Nevens were invited to attend the Executive Session.

Legal Counsel William Cullen left the Executive Session at 5:20 p.m.

OPEN SESSION

Upon a motion by Mischa Schwartz, seconded by Elayne Bernstein, and approved unanimously, the Board reconvened into Open Session at 5:36 p.m.

Business Manager Neil Zitofsky joined the meeting at 5:37 p.m. Rebecca Gilliar joined the meeting at 5:40 p.m.

LIBRARY DIRECTOR – RESIGNATION/SEPARATION AGREEMENT

Upon a motion by Mischa Schwartz, seconded by Catherine Moore, and approved unanimously, the Board, with regret, accepted the resignation of Library Director Christine Salita

and authorized the Board President to execute the Separation Agreement prepared by Legal Counsel.

Public Comment: Rebecca Gilliar

The Board noted, with regret, the resignation of Department Head Joe Latini, after more than 20 years of service.

INTERIM DIRECTOR – APPOINTMENT

Upon a motion by Joyce Klein, seconded by Elayne Bernstein, and approved unanimously, the Board appointed Department Head Arlene Nevens to the position of Interim Director at an annualized salary of \$100,000 effective February 1, 2001.

NEW BUSINESS

Committee Appointments: Main Library “Ad Hoc” Committee

President Weidman announced the appointment of Mischa Schwartz as the Chairperson of the Main Library “Ad Hoc” Committee and the appointment of Arlene Nevens and Linda Cohen to the Main Library “Ad Hoc” Committee.

Levels

Upon a motion by Mischa Schwartz, seconded by Joyce Klein, and approved unanimously, the Head of Levels shall report to the Interim Director effective February 5, 2001.

Maintenance/Building-and-Grounds

Upon a motion by Mischa Schwartz, seconded by Elayne Bernstein, and approved unanimously, the Business Manager shall additionally assume Department Head level supervision of the Maintenance Department effective February 5, 2001, with a \$10,000 annualized salary increase effective February 5, 2001.

Acting Senior Librarian in Technical Services

Upon a motion by Elayne Bernstein, seconded by Joyce Klein, and unanimously approved, Janet Turbyfill was appointed Acting Senior Librarian in the Technical Services Department effective February 1, 2001. The rate of compensation for the 25 hours per week assigned to the Technical Services Department shall be compensated at the annualized entry level rate for Senior Librarian (\$44,069).

TEMPORARY CLERICAL POSITIONS (COMPUTER SUPPORT)

Upon a motion by Catherine Moore, seconded by Elayne Bernstein, and approved unanimously, the Board authorized the temporary increase in the number of clerical hours devoted to computer support up to a maximum of 70 hours per week effective February 5, 2001.

DIRECTOR SEARCH COMMITTEE

President Weidman appointed the members of the Personnel Committee (Trustees Klein, Moore, and Weidman) to the Director Search Committee, with Joyce Klein to serve as Chairperson.

ADVERTISEMENT FOR LIBRARY DIRECTOR

Upon a motion by Elayne Bernstein, seconded by Mischa Schwartz, and approved unanimously, the Board authorized the immediate placement of an advertisement for the position of Library Director in the New York Times, and in appropriate professional journals and websites at a cost not to exceed \$10,000, to be charged to the Publicity & Printing – Recruitment budget line. The advertisement shall read as follows:

Library Director

The Great Neck Library, located on the north shore of Long Island, New York, seeks a dynamic, proven administrator to lead the Library into the 21st Century. The Great Neck Library is an Association Library System consisting of a Main Library and three branch facilities serving a population of 40,000 with an annual circulation of 700,000+ and an annual budget of \$6+ million. The successful candidate must have strong management background with experience in planning, consensus building, labor relations, public relations, community outreach, and budgeting.

Required Qualifications: Master of Library Science Degree from an ALA accredited graduate library school; eight (8) years professional administrative experience, five (5) of which as Library Director or Assistant Director in a library with a budget comparable to that of the Great Neck Library. An advanced degree in administration or management, as well as experience in working closely with a Board of Trustees is preferred.

Salary: \$85,000+, dependent on experience. Full benefits package.

*Please submit resume by March 15, 2001, to:
Joyce Klein, Chairperson, Director Search Committee, Great Neck Library, 159 Bayview Avenue,
Great Neck, NY 11023.*

ADJOURNMENT

Upon a motion by Mischa Schwartz, seconded by Elayne Bernstein, the meeting was adjourned at 6:57 p.m.

Respectfully submitted,

Joyce Klein,
Secretary