

Approved 2/27/01

**GREAT NECK LIBRARY  
MINUTES OF THE  
BOARD OF TRUSTEES MEETING  
Tuesday, January 23, 2001  
8:00 p.m.**

A Meeting of the Board of Trustees of the Great Neck Library was held on **Tuesday, January 23, 2001**, in the Community 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  
Marietta DiCamillo, Assistant Treasurer  
Catherine Moore

Absent with Prior Notice: Don Stern, Treasurer

Also present: Christine Salita, Library Director  
William Cullen, Legal Counsel  
Neil Zitofsky, Business Manager

## **CALL TO ORDER**

The meeting was called to order by President Weidman at 8:05 p.m. She made an adjustment to the agenda to include an Executive Session following Open Time to discuss personnel matters.

## **MINUTES**

Upon a motion by Elayne Bernstein, seconded by Catherine Moore, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library approve the Minutes of the regular meeting of December 12, 2000, and the special meeting of January 17, 2001, as presented.

**VOTE:** Yes – 5 (Bernstein, Klein, Moore, Schwartz, Weidman)

Abstention – 1 (DiCamillo)

*Motion Carried*

## **TREASURER'S REPORT**

During the month of December, 2000, revenue received was \$931,908.73. Total expenses were \$522,261.32.

At the close of business, December 31, 2000, total unadjusted operating fund holdings were \$1,440,554.24 which were on deposit at HSBC and The Bank of New York, and in Petty Cash funds at Main and the Branches. This compares to the unadjusted December 31, 1999, balance of \$1,271,421.54.

Additionally, the unadjusted balance of the Main Building and Special Services fund was \$1,097,099.25; the Automated Library fund was \$124,545.24; the Restricted Gift fund was \$42,843.96; the Branch and Special Services fund was \$121,583.40. These funds totaled \$1,386,071.85 on December 31, 2000. The December 31, 1999, unadjusted total was \$1,400,421.05.

Upon a motion by Elayne Bernstein, seconded by Mischa Schwartz, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library, accept the January 23, 2001, Treasurer's Report with the Personnel Changes of December 9, 2000, through January 19, 2001.

**VOTE:** Yes – 6 (Bernstein, DiCamillo, Klein, Moore, Schwartz, Weidman)  
*Motion Carried Unanimously*

Upon a motion by Elayne Bernstein, seconded by Mischa Schwartz, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library authorize the Treasurer to pay the persons named in the Check Register dated December 9, 2000, through January 19, 2001, Paid-Checks numbered 21316 through 21512, and To-Be-Paid Checks numbered 21513 through 21576, the sums set against their respective names, amounting in the aggregate to \$260,298.26

**VOTE:** Yes – 6 (Bernstein, DiCamillo, Klein, Moore, Schwartz, Weidman)  
*Motion Carried Unanimously*

## REPORTS

Director's Report (attached hereto)

## OLD BUSINESS

American Library Association Conference

Upon a motion by Mischa Schwartz, seconded by Joyce Klein, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library authorize the attendance of three staff members at the 2001 American Library Association Annual Conference to be held in San Francisco in mid-June, 2001, at a total cost not to exceed \$5,700, to be charged to the Travel-Conference & Meeting budget line.

**VOTE:** Yes – 6 (Bernstein, DiCamillo, Klein, Moore, Schwartz, Weidman)

*Motion Carried Unanimously*

### Library Pages – Hourly Rate Adjustment

Upon a motion by Elayne Bernstein, seconded by Joyce Klein, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library approve an adjustment of the hourly page rate per the attached Page Salary Schedule dated January 16, 2001, with an effective date of February 5, 2001.

**VOTE:** Yes – 6 (Bernstein, DiCamillo, Klein, Moore, Schwartz, Weidman)

*Motion Carried Unanimously*

### Cleaning Service

Upon a motion by Mischa Schwartz, seconded by Elayne Bernstein, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library authorize the engagement of City Wide General Cleaning and Maintenance Service, Inc., in accordance with their proposal dated January 17, 2001, in the amount of \$2,080 per month to be charged to the Service Contracts budget line on a monthly basis.

Upon a motion by Mischa Schwartz, seconded by Elayne Bernstein, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library authorize the transfer of \$25,000 from the Maintenance Salaries budget line to the Service Contracts Budget line.

**Public Comment:** *Murray Wallach, Harriett Fagnoli*

**VOTE:** Yes – 6 (Bernstein, DiCamillo, Klein, Moore, Schwartz, Weidman)

*Motion Carried Unanimously*

### Excessed Equipment

Upon a motion by Joyce Klein, seconded by Mischa Schwartz, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library declare the equipment on the attached schedule excessed and authorize the Library Director to dispose of same in an appropriate manner.

**VOTE:** Yes – 6 (Bernstein, DiCamillo, Klein, Moore, Schwartz, Weidman)

*Motion Carried Unanimously*

### Computer Purchase

Upon a motion by Mischa Schwartz, seconded by Catherine Moore, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library authorize the purchase of an Apple PowerMac G4/466/128/30 computer and a Viewsonic 21" Monitor GS815 from CDWG at a cost not to exceed \$2,500, to be charged to the Computer Hardware budget line.

**VOTE:** Yes – 6 (Bernstein, DiCamillo, Klein, Moore, Schwartz, Weidman)

*Motion Carried Unanimously*

## NEW BUSINESS

### Policy Manual

Upon a motion by Mischa Schwartz, seconded by Joyce Klein, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library, upon the recommendation of the Policy and Bylaws Committee, approve the modifications to the Policy Manual as specified in the attached copy of the Policy Manual.

**Public Comment:** *Murray Wallach*

**VOTE:** Yes – 6 (Bernstein, DiCamillo, Klein, Moore, Schwartz, Weidman)  
*Motion Carried Unanimously*

Upon a motion by Mischa Schwartz, seconded by Elayne Bernstein, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library, upon the recommendation of Director Salita, approve the numbering system of the Policy Manual.

**VOTE:** Yes – 6 (Bernstein, DiCamillo, Klein, Moore, Schwartz, Weidman)  
*Motion Carried Unanimously*

The Board of Trustees expressed its thanks to Marjorie Malcolm for having typed the Policy Manual.

## CORRESPONDENCE

Ralene Adler spoke to her letter.

Harriette L. Giber – League of Women Voters, and Sylvia Hart were not present to speak to their letters.

## OTHER BUSINESS

Upon a motion by Elayne Bernstein, seconded by Bette Weidman, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library thank Director Salita and Department Head Joe Latini for their wonderful years of service to the Great Neck Library, and wish them both well.

Director replied, on behalf of Joe Latini and herself, that it was a privilege to associate with the Great Neck Library.

**VOTE:** Yes – 6 (Bernstein, DiCamillo, Klein, Moore, Schwartz, Weidman)  
*Motion Carried Unanimously*

## **OPEN TIME**

**Public Comment:** *Renee Zarin, Arlene Nevens, Ralene Adler,  
JoAnn Farley, Murray Wallach, Harriett Fagnoli*

Director Salita reviewed the items discussed at the January 17, 2001, Special Board Meeting.

## **EXECUTIVE SESSION**

Upon a motion by Mischa Schwartz, seconded by Elayne Bernstein, the meeting was adjourned at 9:10 p.m. to Executive Session to discuss personnel matters (Collective Bargaining).

**VOTE:** Yes – 6 (Bernstein, DiCamillo, Klein, Moore, Schwartz, Weidman)  
*Motion Carried Unanimously*

At this point, Trustee DiCamillo left the meeting. Linda Cohen (incoming trustee) was invited to attend the Executive Session.

## **ADJOURNMENT**

The open meeting reconvened at 10:00 p.m.

Upon motion by Mischa Schwartz, seconded by Catherine Moore, the meeting was adjourned at 10:00 p.m.

Respectfully submitted,

Joyce Klein  
Secretary