

**GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
Tuesday, January 24, 2006 at 8:00 p.m.**

A regular meeting of the Great Neck Library Board of Trustees was held on Tuesday, January 24, 2006, in the Community Room of the Great Neck Library, 159 Bayview Avenue, Great Neck, New York 11023. [Agenda attached]

The following Trustees were present constituting a quorum:

David Kahn – President
Joyce Klein – Vice President
Norman Rutta – Treasurer
Marietta DiCamillo – Assistant Treasurer
Linda Cohen – Assistant Treasurer
Martin Sokol

Absent with prior notice: Bette Weidman – Secretary

Also present: Arlene Nevens – Library Director
Laura Weir – Assistant Library Director
Neil Zitofsky – Business Manager

CALL TO ORDER

President David Kahn called the meeting to order at 8:08 p.m.

MINUTES

Upon motion by Linda Cohen, seconded by Marietta DiCamillo, 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 20, 2005, as amended.

There was a typographical error on page 2, last line under the Director's Report. The word "been" should read "being."

VOTE: Yes – 6 (Cohen, DiCamillo, Kahn, Klein, Rutta, Sokol)

MOTION CARRIED UNANIMOUSLY.

TREASURER'S REPORT – PERSONNEL REPORT

During the month of December 2005, revenue received was \$968,672. Total expenses were \$1,090,113.

At the close of business, December 31, 2005, total operating fund holdings were \$1,171,834. Of these funds \$1,167,514, was on deposit at HSBC and The Bank of New York, and \$4,320 was on hand in Petty Cash funds at Main and the Branches. This compares to a December 31, 2004, balance of \$869,789.

Additionally, the cash balance of the Main Building and Special Services fund was \$1,177,934; the Automated Library fund was \$56,188; the Restricted Gift fund was \$46,715; the Branch and Special Services fund was \$101,003. These funds totaled \$1,381,841 on December 31, 2005. The December 31, 2004, total was \$1,489,191.

Upon motion by Norman Rutta, seconded by Joyce Klein, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library accept the January 24, 2006, Treasurer's Report with the Personnel Changes of December 17, 2005, through January 20, 2006.

Public Comments: Ralene Adler

VOTE: Yes – 6 (Cohen, DiCamillo, Kahn, Klein, Rutta, Sokol)
MOTION CARRIED UNANIMOUSLY.

Upon motion by Norman Rutta, seconded by Marietta DiCamillo, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library authorize the Treasurer, who has reviewed all checks and supporting documentation, to pay the persons named in the Check Register dated December 17, 2005 through January 20, 2006, Paid Checks numbered 0021866 through 0021870, 0021930 through 0021935, 0021996 through 0022000, 1163 through 1164, and 32818 through 32850 and To-Be-Paid Checks numbered 32851 through 32985, the sums set against their respective names, amounting in the aggregate to \$363,092.50.

Public Comments: Ralene Adler

VOTE: Yes – 6 (Cohen, DiCamillo, Kahn, Klein, Rutta, Sokol)
MOTION CARRIED UNANIMOUSLY.

DIRECTOR'S REPORT (attached)

The Director provided an update on the leak at the Station Branch. Repairs have been done by the landlord but the wall has been left open awaiting heavy rain to make sure the leak is fixed.

On the matter of including library card applications as a tear-off insert in the newsletter and

mailing library cards, if approved by the Board, this would start with one issue of the newsletter and if the response is good, then it would be repeated in the spring and fall issues. At the outset, people would be asked to mail photocopies of two pieces of identification. The question of the legality of asking people to mail copies of their identification came up. Further discussion was put on hold until the February 28th meeting at which time the Director will provide further information.

Public Comments: Alice Nayer, Jo Ann Farley, Jeff Lowenstein, and an unidentified lady

OLD BUSINESS

Outdoor Book Drop

Upon motion by Joyce Klein, seconded by Linda Cohen, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library take from the table the motion to approve the purchase and installation of an outdoor drive-up book drop at a cost not to exceed \$14,000 to be charged to the Main Building and Special Services fund, pending Town approval.

VOTE: Yes – 6 (Cohen, DiCamillo, Kahn, Klein, Rutta, Sokol)

MOTION CARRIED UNANIMOUSLY.

Upon motion by Linda Cohen, seconded by Joyce Klein, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library approve the purchase and installation of an outdoor drive-up book drop at a cost not to exceed \$14,000 to be charged to the Main Building and Special Services fund, pending Town approval.

One trustee moved for the tabling of this item because the initial scope was developed beyond what was in mind – a single book drop. This should be done as a pilot program, after which a second book drop could be considered if required. The motion was withdrawn until discussion by the other trustees.

Trustee Klein read a statement from Trustee Weidman, who was absent. Some felt that this was out of order for a trustee to have her statement read into the record if that trustee were not in attendance. President Kahn overruled and indicated that a ~~vote~~^{statement} [amended 2/28/06] could be taken if the trustees so desired.

Director Nevens reaffirmed that because a slab is needed for the installation of the book drop, a site plan approval is required. If the book drop were to be placed on the south side of the oval, the Town is concerned about traffic backup on to Bayview Avenue. If placed

on the north side, a permit would not be required. The permit fee would be the same whether one or two book drops were installed. The Director has written the Building Commissioner asking for a possible reduction in the permit fee and is awaiting a response. There were comments ranging from concern about damaged audio-visual materials if one book drop were used to the reduction in front desk staff if the book drops were opened during library hours as well as the installation of a temporary book drop.

Public Comments: William Morrill, Daniel Nachmanoff, Ralene Adler

Upon motion by Norman Rutta, seconded by Marietta DiCamillo, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library table the motion to approve the purchase and installation of an outdoor drive-up book drop.

VOTE: Yes – 5 (DiCamillo, Kahn, Klein, Rutta, Sokol); No – 1 (Cohen)
MOTION CARRIED.

Reading History

Upon motion by Martin Sokol, seconded by Norman Rutta, and after discussion it was,

RESOLVED, that the Great Neck Library Board of Trustees approve the implementation of the Reading History feature of our online system with the provision for a patron to opt in and to include a disclaimer alerting patrons to the possible consequences of selecting this.

Director Nevens, in providing background information, indicated that she had received many phone calls and there were degrees of confusion and implications. The Great Neck Library has a history of confidentiality in protecting its staff and patrons. The latest update to the Library's online catalog provides the ability for individuals to maintain a reading/viewing history of their record. Each individual would have to go into his/her own record and choose to activate this feature. There have been a fair amount of requests for this feature from patrons. Some trustees indicated that this should be an administrative and not a Board decision. The Director explained that this was brought before the Board because the public can challenge this and the matter would then be brought before the Board. Also, Mr. Donald Aronson's letter to the Board regarding this issue was on the agenda of the December 2005 Board meeting. Some members of the audience were opposed while others felt that this would be a good idea. The Library would have a disclaimer in place for those opting in. the Director read a sample disclaimer, and she was instructed to work on a disclaimer.

Public Comments: Jeff Lowenstein, Shirley Siegel, Barbara Zeller, Varda Solomon, Donna Kass, and an unidentified lady

VOTE: Yes – 4 (Kahn, Klein, Ruta, Sokol); No – 1 (Cohen); Abstention – ¹ [amended 2/28/06]
(DiCamillo)

MOTION CARRIED

NEW BUSINESS

Proposed Bylaw Change: Association Membership

Upon motion by Linda Cohen, seconded by Marietta DiCamillo, and after discussion, it was,

RESOLVED, that Board of Trustees of the Great Neck Library intend to amend the Library's Bylaws to make residents 18 years of age, who are either valid Library card holders or registered voters with the Nassau County Board of Election, members of the Library Association and refer this matter to counsel for wording and/or other comments and concerns.

In addressing the issues stemming from the last Library election, the consensus of the Board at its December 20, 2005 meeting was that by using the Nassau County Board of Elections list and/or having a library card would include most residents. One trustee felt legal opinion was required before voting comfortably. In voting for this motion it was brought out that this would not be fait accompli because the word "intend" was included in the resolution. When asked what other libraries on Long Island were doing, the Director indicated that association libraries were polled: four libraries use "live in district" and four use voter registration list.

Public Comments: William Morrill

VOTE: Yes – 5 (Cohen, Kahn, Klein, Rutta, Sokol); Abstention – 1 (DiCamillo)
MOTION CARRIED.

Board Committee Appointments

Branch

Marietta DiCamillo, Chair
David Kahn
Joyce Klein
Norman Rutta

Main Building

Linda Cohen, Chair
Marietta DiCamillo
David Kahn
Martin Sokol

Policy and Bylaws

Linda Cohen
David Kahn
Norman Rutta
Bette Weidman, Chair

Finance

Linda Cohen
Marietta DiCamillo
David Kahn
Norman Rutta, Chair

Personnel

David Kahn
Joyce Klein, Chair
Martin Sokol
Bette Weidman

The Board was asked that meetings of the Great Neck Library's Persian Committee be posted and open to the public and that a Board Committee liaison be present at these meetings (reference made to Board Policy Manual). The Director explained that the Persian Committee makes recommendation to the Library, as well as the Park District, on Persian programs for the Great Neck community at large. The meetings of the Persian Committee were held offsite. President Kahn will take this into consideration and advise the Board accordingly.

Public Comments: Ralene Adler

Innovative Meeting

Upon motion by Linda Cohen, seconded by Marietta DiCamillo, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library authorize the attendance of one member of the professional staff at the Innovative Users Group Conference to be held in Denver, from May 19– May 23, 2006, at a cost not to exceed \$1657 to be charged to the Travel/Conference line of the operating budget.

VOTE: Yes – 6 (Cohen, DiCamillo, Kahn, Klein, Rutta, Sokol)
MOTION CARRIED UNANIMOUSLY.

Workers' Compensation Renewal

Upon motion by Joyce Klein, seconded by Marietta DiCamillo, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library authorize the renewal of the Republic Franklin Insurance Company Workers' Compensation Policy for calendar year 2006 as proposed by Sterling and Sterling, at a gross premium of \$40,834 to be charged to the Workers Compensation budget line.

VOTE: Yes – 6 (Cohen, DiCamillo, Kahn, Klein, Rutta, Sokol)
MOTION CARRIED UNANIMOUSLY.

CORRESPONDENCE

Rabbi Tracy Klirs was not present to speak to letter of December 21, 2005.

OPEN TIME

Speaking: Ralene Adler

Trustee DiCamillo requested that the Main Building be placed on the agenda for February 28th meeting.

Director Nevens informed the Board that Business Manager Zitofsky, Assistant Director Weir, Project Manager Marino and herself would be meeting with the architects on January 25th.

ADJOURNMENT

The meeting was adjourned at 10:00 p.m.

Respectfully submitted,

Arlene Nevens
Secretary Pro Tempore