

**GREAT NECK LIBRARY  
MINUTES OF THE  
BOARD OF TRUSTEES SPECIAL MEETING  
AND BUDGET WORKSHOP  
TUESDAY, MARCH 3, 2015 AT 7:00 P.M.**

A special meeting of the Great Neck Library Board of Trustees, followed by the first budget workshop, was held on Tuesday, March 3, 2015, in the Parkville Branch of the Great Neck Library, 10 Campbell Street, New Hyde Park, NY 11040. [Agenda attached]

The following Trustees were present constituting a quorum:

Marietta DiCamillo – President  
Francine Ferrante Krupski – Vice President  
Josie Pizer – Treasurer  
Michael Fuller – Assistant Treasurer  
Robert Schaufeld

Absent with Prior Notice: Varda Solomon – Secretary  
Joel Marcus – Assistant Treasurer

Also Present: Neil Zitofsky – Business Manager

Absent with Prior Notice: Christine Johnson – Interim Director  
Marjorie Malcolm – Secretary to Board

### **Call to Order**

President DiCamillo called the meeting to order at 7:30 p.m. [Inclement weather conditions]

### **Appointment of Acting Secretary**

**Upon motion by Marietta DiCamillo, seconded by Josie Pizer, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees appoint Robert Schaufeld as Acting secretary of the Board of Trustees for this meeting during the absence of Secretary Varda Solomon.

**VOTE:** Yes – 5 (DiCamillo, Ferrante Krupski, Fuller, Pizer, Schaufeld)

*MOTION CARRIED UNANIMOUSLY*

### **Cloud Backup**

**Upon motion by Josie Pizer, seconded by Michael Fuller, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees authorize the purchase of a one-year subscription to Innovative Interface's Remote Cloud Back-Up Service for the Library's integrated library system data housed on our Millennium and Encore Servers at a cost of \$4,000; such funds to be charged against the Computer Software expense line.

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There was a question raised regarding the Innovative Contract. Innovative should be asked to complete the installation in a quicker time that the two (2) to three (3) months specified in their contract.

**VOTE:** Yes – 5 (DiCamillo, Ferrante Krupski, Fuller, Pizer, Schaufeld)

*MOTION CARRIED UNANIMOUSLY*

## **Addition of Installation of Sprinkler System to Renovation Scope of Work**

**Upon motion by Francine Ferrante Krupski seconded by Robert Schaufeld, and after discussion, it was,**

**RESOLVED,** that the Great Neck Library Board of Trustees approve the provision of a new separate (dedicated sprinkler) water service and installation of a complete sprinkler system as part of the Main Library renovation project scope of work to comply with the permit requirements of the Nassau County Fire Marshall and the Town of North Hempstead Building Department at a cost not to exceed \$440,000 subject to final review of the complete proposal and spec. This amount to be charged to the Main Building and Special Services fund.

**VOTE:** Yes – 5 (DiCamillo, Ferrante Krupski, Fuller, Pizer, Schaufeld,)

*MOTION CARRIED UNANIMOUSLY*

## **Review and Discussion of 2015/2016 Budget**

Mr. Zitofsky provided an overview of the first draft of the budget for the fiscal year 2015/2016. The total for the budget presented was \$9,521,600, made up of \$8,641,500 from taxation, \$146,600 from PILOT (Payments in Lieu of Taxes from the Great neck School District) Revenue and \$73,500 from Tax Revenue from Debt Service. This is an increase of \$10,200 over the previous fiscal year.

To be noted is that this budget departed from the historical practice of budgeting salaries by department but instead by function. This is the standard practice of other libraries and it conforms to the reporting requirements for the State of New York.

The surplus funds from reductions and savings during relocation for the period July 2015 to February 2016 were distributed as follows:

- \$300,000 to be used if and when increased staffing is required at Main when reopened and reassignment in march 2016;
- \$60,000 line in the operating budget for downloadable ebooks to expand our OverDrive collection;
- \$400,000 in the Construction Budget for the newly required sprinkler system;
- \$500,000 to the Main Building fund for future maintenance requirements (painting, carpeting, etc.);
- \$100,000 to the Branch fund for future maintenance requirements (painting, carpeting, etc.)

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- \$150,000 to the Automated Library Fund to allow for implementation of future new technologies.

Mr. Zitofsky offered to project ahead to 2017 to see what may become of surplus funds. President DiCamillo asked for schedules of possible uses of additions to Restricted Funds.

This draft budget will be revised to include suggestions from the Board and presented at the second budget workshop on March 17, 2015.

## **Adjournment**

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Robert Schaufeld  
Temporary Acting Secretary  
Board of Trustees