

**GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
Tuesday, May 15, 2001
8:00 p.m.**

A meeting of the Board of Trustees of the Great Neck Library was held on **Tuesday, May 15, 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
Joyce Klein – Vice President
Catherine Moore – Secretary
Don Stern – Treasurer
Elayne Bernstein – Assistant Treasurer
John Drukker – Assistant Treasurer
Linda Cohen

Also present: Arlene Nevens – Interim Library Director
Absent with prior notice: Neil Zitofsky – Business Manager

CALL TO ORDER

President Bette Weidman called the meeting to order at 8:08 p.m.

MINUTES

Upon a motion by Joyce Klein, seconded by Elaine Bernstein, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library approve the Minutes of the meeting of April 19, 2001, as presented.

Interim Library Director Nevens noted a typographical error on page 3, under Nominating Committee Appointment, the name "Klein" was spelled incorrectly.

VOTE: Yes – 7 (Bernstein, Cohen, Drukker, Klein, Moore, Stern, Weidman)
Motion Carried Unanimously

TREASURER'S REPORT – PERSONNEL REPORT

During the month of April, 2001, revenue received was \$908,039. Total expenses were \$505,386.

At the close of business, April 30, 2001, total operating fund holdings were \$3,018,892, 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 an April 30, 2000, balance of \$2,811,595.

Additionally, the balance of the Main Building and Special Services fund was \$1,123,823; the Automated Library fund was \$126,527; the Restricted Gift fund was \$43,737; the Branch and Special Services fund was \$121,825. These funds totaled \$1,415,912 on April 30, 2001. The April 30, 2000, total was \$1,459,737.

Upon a motion by Don Stern, seconded by Catherine Moore, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library, accept the May 15, 2001, Treasurer's Report with the Personnel Changes of April 20, 2001, through May 15, 2001.

VOTE: Yes – 7 (Bernstein, Cohen, Drukker, Klein, Moore, Stern, Weidman)
Motion Carried Unanimously

Upon a motion by Don Stern, seconded by Joyce Klein, 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 April 18, 2001, through May 10, 2001, Paid-Checks numbered 22228 through 22324, and To-Be-Paid Checks numbered 22325 through 22402, the sums set against their respective names, amounting in the aggregate to \$199,839.10.

Public Comment: Ralene Adler, Marietta DiCamillo

VOTE: Yes – 7 (Bernstein, Cohen, Drukker, Klein, Moore, Stern, Weidman)
Motion Carried Unanimously

REPORTS

Director's Report (attached hereto)

Interim Library Director expressed thanks to Trustees Cohen and Moore for helping at the Book Sale.

Public Comment: Ralene Adler, Harriett Fagnoli, Murray Wallach

Departments

Ethan Mann, Levels' Director, presented an oral report on the success of Levels Rockfest concert on May 5, 2001, which was attended by 150-200 youths. Plans are being made for writing a letter to the local school administrators inviting them to an "Open Night Q&A" session to address the negative reputation they have of Levels. He appealed for the Board's support in this area. The Board pledged its support.

Public Comment: Ralene Adler

Trustee Committees

Policy/Bylaws

Trustee Linda Cohen, chair of the Policy/Bylaws committee, reported on the April 26th meeting.

The Committee recommended for Board approval the following changes to the Policy Manual:

- 1) Re-registration of adult library cards every three years.
- 2) Making borrowing privileges of all non-resident card holders consistent by eliminating the interloan and reserve borrowing privileges of non resident employee card holders.
- 3) eliminating time requirement of due dates for videos/DVD's.

The Committee also recommended for Board discussion:

- 1) Changing the date of the election from January to November.
- 2) Reducing the polling sites from four to two (Main & Parkville).
- 3) Three-year term for members of the Nominating Committee with at least one year off between terms.

Public Comment: Murray Wallach, Marietta DiCamillo, Ralene Adler,
Mayor Daniel Nachmanoff, Lou Schwartz,
Marianna Wohlgemuth

"Ad Hoc"

Interim Director Arlene Nevens reported on the Main Library "Ad Hoc" Committee meeting of April 25, 2001. At that meeting, the results of the survey received from 2,800 residents were reviewed. The committee was charged with reviewing the needs for increased shelving, meeting room space and young adult areas for its next meeting. Two meetings have been scheduled for June 6th and June 13th at 7:30 p.m. at the Main Library. The committee hopes to complete its report at these meetings.

Public Comment: Marianna Wohlgemuth, Marietta DiCamillo,
Ralene Adler

OLD BUSINESS

Policy/Bylaws

Upon a motion by Linda Cohen, seconded by Elayne Bernstein, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library approve the attached changes to the Great Neck Library Policy Manual, specifically regarding section 600-20, 700-10, 70-20, 700-30, 700-40, 700-45, 700-50, 700-55, 700-60, 700-70, 700-80, 800-10, 800-40, 800-60, 900-20, 900-30.

VOTE: Yes – 7 (Bernstein, Cohen, Drukker, Klein, Moore, Stern, Weidman)
Motion Carried Unanimously

Holiday Schedule

Upon a motion by John Drukker, seconded by Catherine Moore, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library adopt the attached Holiday and Sunday Schedule for September 2001 – August 2002.

Public Comment: Marietta DiCamillo

VOTE: Yes – 7 (Bernstein, Cohen, Drukker, Klein, Moore, Stern, Weidman)
Motion Carried Unanimously

NEW BUSINESS

NIS 90.3 Compliance Plan

Upon a motion by Joyce Klein, seconded by John Drukker, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library approve the proposed amendment to the 90.3 Compliance Plan of the Nassau Library System (2001-01).

VOTE: Yes – 7 (Bernstein, Cohen, Drukker, Klein, Moore, Stern, Weidman)
Motion Carried Unanimously

Network Administrator Position

Upon a motion by Joyce Klein, seconded by Linda Cohen, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library establish a new category of employee, Computer Personnel, as follows:

Computer Technician I – Maintains and troubleshoots computers and other related computer peripherals in the Library and insures that they are operational and in good working condition for staff and public to utilize; reports to Network Administrator.

Computer Technician II – Acts as a computer consultant for the Library; instructs staff and public on the use of software applications; maintains and troubleshoots networked and standalone computers and other related computer peripherals in the Library; reports to Network Administrator.

Network Administrator – Manages technology services within the Library's four facilities, including LAN/WAN networks supporting Internet and Online Public Access Catalog access, shared CD-ROM reference databases, and administrative functions; reports to the Head of Technical Services.

Public Comment: Marietta DiCamillo

VOTE: Yes – 7 (Bernstein, Cohen, Drukker, Klein, Moore, Stern, Weidman)
Motion Carried Unanimously

Upon a motion by Joyce Klein, seconded by Linda Cohen, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library establish the following salary ranges for Computer Personnel:

Computer Technician I:

Part time \$12.50-17.50/hour
Full time \$25,000-35,000/year

Computer Technician II: \$30,000-40,000/year

Network Administrator: \$50,000-65,000/year

Public Comment: Harriett Fagnoli, Marietta DiCamillo

VOTE: Yes – 7 (Bernstein, Cohen, Drukker, Klein, Moore, Stern, Weidman)
Motion Carried Unanimously

Upon a motion by Joyce Klein, seconded by Catherine Moore, and after discussion, it was, **RESOLVED**, that the Board of Trustees the Great Neck Library authorize the recruiting of a Network Administrator.

VOTE: Yes – 7 (Bernstein, Cohen, Drukker, Klein, Moore, Stern, Weidman)
Motion Carried Unanimously

CORRESPONDENCE

Ralene Adler spoke to her letter [attached].

OPEN TIME

Public Comment: Marietta DiCamillo, Karen Rubin, Ralene Adler,
Lou Schwartz, Marianna Wohlgemuth

EXECUTIVE SESSION

Upon a motion by Don Stern, the Board recessed at 10:27 p.m. for the purpose of Executive Session to discuss Personnel Matters.

Upon a motion by Linda Cohen, seconded by Joyce Klein, the Board reconvened into open session at 11:30 p.m.

ADJOURNMENT

Upon a motion by John Drukker, seconded by Don Stern, the meeting was adjourned at 11:30 p.m.

Respectfully submitted,

Catherine Moore
Secretary