

**GREAT NECK LIBRARY  
MINUTES OF THE  
BOARD OF TRUSTEES MEETING  
MAY 15, 2012, AT 8:00 P.M.**

A regular meeting of the Great Neck Library Board of Trustees was held on Tuesday, May 15, 2012, at the Station Branch of the Great Neck Library, 26 Great Neck Road, Great Neck, NY 11021. [Agenda attached]

The following Trustees were present constituting a quorum:

Varda Solomon – President  
Martin Sokol – Vice President  
Francine Ferrante Krupski – Secretary  
Marietta DiCamillo – Treasurer  
Joel Marcus – Assistant Treasurer  
Josie Pizer – Assistant Treasurer  
Janet Nina Esagoff

Also present:

Jane B. Marino – Director  
Laura Weir – Assistant Director  
Neil Zitofsky – Business Manager

## **EXECUTIVE SESSION**

The Board met in Executive Session to discuss general counsel for the library, collective bargaining for staff and the Nassau Library System. Marietta DiCamillo made the motion which was seconded by Josie Pizer to go into executive session. The Board came out of Executive Session at 7:55 p.m. on motion by Josie Pizer and seconded by Joel Marcus.

## **CALL TO ORDER**

President Solomon called the public meeting to order at 8:00 p.m.

## **MINUTES**

**Upon motion by Francine Ferrante Krupski, seconded by Marietta DiCamillo, and after discussion, it was,**

**RESOLVED**, that the Board of Trustees of the Great Neck Library approve the Minutes of April 17, 2012, as presented.

**VOTE:** Yes – 7 (DiCamillo, Esagoff, Ferrante Krupski, Marcus, Pizer, Sokol, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

## **TREASURER'S REPORT**

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

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**RESOLVED**, that the Board of Trustees of the Great Neck Library accept the following financial reports which have been reviewed by the Treasurer:

- May 15, 2012, Treasurer’s Report;
- Warrant dated April 14, 2012 through May 11, 2012 for Paid checks numbered 0030432 through 0030436, 0030466 through 0030471, 1247, 44701 through 44721 and a Wire Transfer and To-Be-Paid Checks numbered 44722 through 44866, the sums set against their respective names, amounting in the aggregate to \$257,530.37;
- Payroll Warrants for pay dates April 5, 2012 and April 19, 2012, in the amounts of \$169,770.71, and \$169,187.79 respectively for a total of \$338,958.50.

Public Comment: Marianna Wohlgemuth, Ralene Adler

**VOTE:** Yes – 7 (DiCamillo, Esagoff, Ferrante Krupski, Marcus, Pizer, Sokol, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

## **PERSONNEL CHANGES**

**Upon motion by Marietta DiCamillo, seconded by Joel Marcus, and after discussion, it was,**

**RESOLVED**, that the Board of Trustees of the Great Neck Library accept the Personnel Changes for April 2012, which have been reviewed by the Personnel Committee, as presented.

**VOTE:** Yes – 7 (DiCamillo, Esagoff, Ferrante Krupski, Marcus, Pizer, Sokol, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

## **REPORTS**

### **Special Finance Committee Meeting**

Tuesday, May 8, 2012 at 7:30 p.m. in the Multi-Purpose Room at the Min Library. In Attendance: Marietta DiCamillo (Treasurer and Chair), Josie Pizer (Assistant Treasurer), Joel Marcus (Assistant Treasurer), Varda Solomon (Library Board President), Jane B. Marino (Library Director), Laura Weir (Library Assistant Director), Neil Zitofsky, (Business Manager)

Appearing before the Committee: Jill S. Sanders, CPA, Partner Cullen & Danowski, LLP, auditing firm for the Library.

Call to Order. Chair DiCamillo called the meeting to order at 7:35 p.m. and welcomed Ms. Sanders and thanked her for coming to the meeting to speak directly to the Finance Committee members. She then asked Ms. Sanders to take the committee through the report.

Ms. Sanders reported on the process her firm used to compile the audit, using not only the financial reports prepared by the Library but all documentation from financial institutions as well as interviews with administrative staff. Their goal was to ensure for the Board that proper controls exist to safeguard the

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budget as well as to do a risk assessment to make certain that sufficient mitigating controls are in place to reduce or eliminate potential risks.

Ms. Sanders reported that the financial health of the Library is excellent and was pleased with an overall increase to the fund balance of \$97,067. Based on the accrual basis of accounting, the Library's total net assets decreased by \$715,258 predominantly as a result of \$642,045 of unfunded other postemployment benefits (retiree health insurance), a liability that must be noted as a result of the GASB 34 Statement. There is no mechanism available to accumulate funds for this obligation.

Ms. Sanders noted that although the Final Budget Variance with Actual and Encumbrances schedule on page 32, showed a positive variance in overall expenditures by \$178,510, showed a negative variance in seven expenditure lines while the others showed a positive variance. Ms. Sanders informed the committee that the Comptroller recently ruled that expenditures cannot be shown without monies to fund those expenditures and recommended that adjustments be made within those lines, an adjustment completely within the authority of the Board. The Finance Committee will discuss this before the audit is made final.

The only item that is needed to finalize the audit is an appraisal of capital assets, which has not been done since 2005 for the 2004 audit, and as an auditing firm new to the Library, Ms. Sanders recommended that it be done for this year. As soon as the appraisal is complete, the information will be inserted into the audit.

An important aspect of this audit was the implementation of the GASB 54 statement, "Fund Balance Reporting and Governmental Fund Type Definitions." The objective of this statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied.

Ms. DiCamillo thanked the auditor for her presentation and all members of the committee praised the audit for its completeness and clarity. After a brief discussion, there being no further business, the meeting was adjourned at 9:15 p.m. [End of written report]

The auditors are waiting for the reevaluation of the Library's assets from the appraisers and when this is received, the audit results will be released. It is anticipated that it will be ready for the June Board meeting.

Public Comment: Norman Rutta

### **Building Advisory Committee**

Below are the written reports of the Building Advisory Committee meetings which were held in the Multi-Purpose Room at the Main Library.

THURSDAY, APRIL 19, 7:30 P.M. – 9:00 P.M.

Board Members: Trustee Marietta DiCamillo (Chair), Trustees Josie Pizer, Martin Sokol, Varda Solomon (President); Professional Members: Don Dillon (Architect), Allegra Goldberg (Project Manager), Leslie Kahn (Engineer), Mike Currie (Engineer); Committee Members: Ralene Adler, Naomi Feldheim, Stu Hochron, Amy Levinson, Marianna Wohlgemuth; Staff Members: Jane Marino (Library Director), Justin Fuchs, Christine Johnson

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Chair DiCamillo called the meeting to order at 7:35 p.m. Since several members of the public were in attendance, she asked the committee members to introduce themselves for the benefit of all who were in attendance.

She then asked if the June 7<sup>th</sup> meeting could be changed to June 6<sup>th</sup>. All agreed and the Director will email the committee on the date change. Ms. DiCamillo then asked for comments on the minutes for the prior meeting. Nobody had any comments or changes.

At the initial meeting with Dattner, the Director was requested to present a quantitative and qualitative analysis of both the collection and staffing. The Director presented a written report to the committee.

As requested by Dattner Architects, Ms. DiCamillo reviewed items earlier identified by the Building Advisory Committee (BAC), labeled “Show Stoppers,” items that could get in the way of a successful building project. The committee felt the issue of closing the building rather than doing a phased project is critical. They also mentioned perhaps members of the community would consider spending a little more money to avoid complete closure. Although it was felt even with phasing, the amount of \$10 million was doable. Second critical issue is parking lot safety; where and how patrons cross to enter the building and location of the delivery entrance. The last issue was an estimated budget goal of approximately \$10 million. Ms. DiCamillo added an item to be concerned about is a stymied process caused by the committee’s inability to consider options. Two other items tagged as important but not necessarily “show stoppers” are the size and configuration of the community room as well as use of vacant space at Station Branch.

The last part of the Dattner task was to identify services not currently offered that the committee might consider. Ms. DiCamillo identified use of outdoor space, a cozy, living room space, a digital media lab, and flexible open space. These reports are attached.

Ms. DiCamillo then indicated that Dan Heuberger (Dattner) requested more committee members to attend the Dattner meetings. It was decided Leslie Kahn, Ralene Adler and Amy Levinson would attend along with Don Dillon, Marietta DiCamillo, Josie Pizer and Jane Marino. Ms. Marino will send out an email to all who will attend.

Ms. DiCamillo invited the President of the Historical Society, Alice Kasten, to address the committee on behalf of the group who had attended the BAC meeting. Alice Kasten said the letter she sent to the committee spoke for itself and that the history of Great Neck should be in a prominent position at the Main Library. Ms. DiCamillo thanked all for attending the meeting. The meeting was adjourned at 9:10 p.m. [End of written report]

#### THURSDAY, MAY 3, 2012, 7:30 PM – 9:00 PM

Board Members: Trustee Marietta DiCamillo (Chair), Trustees Josie Pizer, Martin Sokol--absent; Varda Solomon (President); Professional Members: Don Dillon (Architect)--absent, Allegra Goldberg (Project Manager)--absent, Leslie Kahn (Engineer), Mike Currie (Engineer); Committee Members: Ralene Adler, Naomi Feldheim, Stu Hochron, Amy Levinson, Marianna Wohlgemuth; Staff Members: Jane Marino (Library Director), Justin Fuchs, Christine Johnson

#### Call to Order and Review of Minutes

Marietta DiCamillo called the meeting to order at 7:35 p.m. and apologized for the late distribution of the Minutes from the previous meeting. She asked the committee to take a few minutes and review them. There were questions about the attachment prepared by Jane Marino. Mrs. Wohlgemuth questioned the

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wording of the cost estimated for the building project. After a brief discussion, it was decided to change the wording and Ms. Marino will send out a corrected version.

Discussion about April Meeting with Dattner

Ms. DiCamillo asked for all who attended the April 24<sup>th</sup> meeting with Datter to give a brief report expressing their thoughts. The attendees, Ralene Adler, Leslie Kahn, Amy Levinson, Josie Pizer, and Jane Marino, pointed out several issues including the mezzanine. Ms. DiCamillo added that she cautioned all present at the Dattner meeting to not revisit items previously decided by vote of the BAC as this would not be a productive way to spend our valuable time. Leslie Kahn recognized and commented about Dan Heuberger who would prefer the mezzanine be eliminated and that its inclusion into the building project will limit the flexibility of the layout, a stated goal of the group. Leslie Kahn felt we should reconsider, however, realizing the need for this space preferred we not consider the removal of the mezzanine and, instead, become creative about its future use.

Josie Pizer stated that eliminating the mezzanine reduced needed square footage and hoped Dattner would be able to plan space around the mezzanine. The BAC recognizes the necessity to keep the mezzanine space and felt the architect would need to be creative.

Ms. Adler stated that Mr. Heuberger stated there was no extra space on the lower level, even though the BAC had identified reductions with the combination of the book room, P&P and TS, business office to Station Branch and potentially other items changing. At this time, the location of Children's area wasn't decided because of the safety/delivery issues which remain open. Mr. Heuberger then discussed his parking plan which indicates deliveries to the front of the building. Whatever we adopt, we need to understand and believe it's the right way to go. We also need hard data, which is difficult to predict far into the future with any accuracy.

Leslie Kahn stated Dan Heuberger was acting as a facilitator, which is an appropriate role for him. There are many items to consider in this process. The BAC agreed that we need to tell Dattner what we want and ask them to design a building for us, which is the purpose of the meetings and is ongoing.

Amy Levinson stated that we are talking about a design of a building and asking Ms. Marino for a look into the future, which is difficult. Ms. DiCamillo suggested we contact the reporters who wrote the articles in the NY Times or Wall Street Journal, which reported changes in thinking in the NYC Library System and the resulting decrease to certain traditional services within the city's branches and services. These articles were distributed to the BAC members at the last meeting.

The issue of flexible space continued to be discussed by the group and there were some comparisons made regarding neighboring libraries. Mr. Kahn cautioned the group not to get caught up in details prematurely. Ms. DiCamillo asked Ms. Marino to email Dattner for a proposal to draw preliminary concept plans for the building, since that is not part of his current agreement.

Off-site storage was discussed and Ms. DiCamillo asked Ms. Marino to get information on companies that would provide that service.

Other items to be followed up by the Chair and presented to the Great Neck Library Board of Trustees are RFP's for hiring a hazmat specialist and an independent cost estimator. This recommendation was made clear to the group at the previous meeting with Dattner. The Director believed she had an RFP ready to present to the Great Neck Library Board of Trustees along with the names of three potential firms. Ms. Levinson reminded everyone that we should be able to take advantage of the same pricing as the GN School Board receives if we end up using their same hazmat vendor. Ms. Marino will work with Mr. Heuberger, Mr. Kahn and Mr. Dillon on developing the cost estimator RFP. Ms. DiCamillo stated both

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items should be included on the May Board agenda and that she would discuss with GNL President Solomon. Both Ms. DiCamillo and Mr. Kahn asked Allegra Goldberg (not at tonight's meeting) to provide a definition of the following terms for the group: project manager, construction manager and owner's rep.

Ms. DiCamillo asked the BAC about the current deadline for a report / recommendation to the Board which is currently set at July 1<sup>st</sup> and asked whether the BAC felt it should be pushed back. Ms. DiCamillo based her concern on the discussion the group had with Dan Heuberger at the last meeting when he presented his time line for completion of our requirements. After discussion, it was decided September 1<sup>st</sup> would be a more practical goal and Ms. DiCamillo stated she would ask the Board at the May 15<sup>th</sup> meeting to amend the original resolution.

There being no further business, the meeting was adjourned at 9:00 p.m. [End of written report]

Trustee DiCamillo was asked to bring the Board up to date with the activities of the Building Advisory Committee. She reported that there are now 15 members on the committee, a small group of whom has been meeting in the City with Dattner to discuss the different options and the general consensus of the Building Advisory Committee. She added that comprehensive minutes of the Building Advisory Committee meetings are on the library's website.

Ralene Adler, a member of the Building Advisory Committee, shared some of the things discussed with Dattner Architects – what the library will be like in 2015 given the array of available products, the philosophy of how the library will be used, its accessibility, and the way staff functions. She also stated that the Committee has moved from the philosophical to the concrete to the monetary and now on to paper and pencil.

Trustee Pizer, also a member of the Building Committee, commented on how quickly the committee has moved in terms of agreement and consensus. It is clear that the residents and the professionals are driving this process, it belongs to them and the architect is fully aware of that. The committee is at the point now of putting together enough information to have a cost estimator and a plan.

Ms. Marino expressed her appreciation for the skill each member has brought to the table, and she is very hopeful. Trustee DiCamillo was commended for her outstanding job in chairing the committee.

Public Comment: Karen Rubin

### **Assistant Director**

Automatically Yours: The Library participates in a service offered by the vendor Baker and Taylor called Automatically Yours, which is a specialized collection program that delivers the latest publications from popular authors automatically. Baker and Taylor provides me with a master list from which the Library selects the authors and the number of copies we want to have added to our collection automatically as new titles appear. This master profile is updated periodically by myself and Reference Librarians, Maureen McKenna and Janet Schneider, who are directly involved in ordering new fiction. After a series of meetings where we examined circulation records, for a historical perspective, we deliberated and developed a revised master profile. This revised profile will help us to determine what popular authors and titles should be earmarked for the new Express Book collection.

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Technical Services and the Weeding Process: Charged with a directive from Library Director Jane Marino to actively weed their collections, all Library departments have made a concerted effort to rid their collections of old, under circulated and outdated material. Children’s Department Head Deirdre Goode has been especially committed to weeding the Children’s Book collection and has gotten every librarian in the department involved in the process. In the month of April the Children’s Department sent 709 fiction titles and 593 non-fiction titles to Technical Services for discard, a marked increase from April 2011 when TS received 206 fiction and 49 non-fiction titles from the department.

Under the supervision of Chris Johnson in Technical Services two part-time clerks in TS have been kept very busy discarding all these books. The discard process includes scanning the barcode to delete the item from the database, marking out the barcode in the book, stamping the book “Discarded, “ counting the discards for statistical purposes, and finally checking each title against the Better World Books website to find out if the item is of interest to the organization.

Book Sale Revenue: The annual Silent Auction of Special Bid Items that took place between April 18 and April 24 raised \$162.50 in sales. Items sold included Gale Encyclopedia of Medicine, four sets of Scott Standard Postage Stamp Catalogue, and two MP3 player kits that were discarded from the Audiovisual Department. Specially priced items including art books, cookbooks and older editions of reference books were also put up for sale in April and raised \$545.12, bringing the total April 2012 book sale revenue to \$707.62. The average monthly book sales for the first three months of 2012 were \$392.25.

In the four month period of January through April 2012 the Great Neck Library has received commissions of \$164.95 for our discarded books from Better World Books. Commissions to our Non-profit Literacy Partner, *Worldfund*, an organization dedicated to teacher and student training in Latin America, totaled \$54.98 for the same period.

Repairs at Station Branch: After the heavy rains over the weekend of April 21, Kathleen Cotter noticed new stains appearing on the ceiling tiles at the Station Branch. The landlord, Kabro Associates, was contacted and they in turn sent out a 631 Construction crew to perform several days of additional roof repair. No new stains have appeared since the roof repair and approximately 30 replacement tiles were installed on Thursday, May 10<sup>th</sup>. [End of written report]

Comments on the report: The Assistant Director was asked what criterion was used for weeding books to which she replied that if an item has not circulated in the last five to six years, out of date, and in poor physical condition, it is a candidate for weeding. She was asked to come up with the percentage of the collection that has been weeded.

Public Comment: Ralene Adler, Marianna Wohlgemuth

## **Library Director**

Main Library: As of this writing, the work on the cooling tower is expected to take place during this week, the week of the 14<sup>th</sup>, with the actual tower being installed on the morning of the 16<sup>th</sup>, which would necessitate a delayed opening for Main until 12:00 noon. Everything should be done by the end of the week.

We are going to install planters to put along the edge of the patio to make that area off limits for vehicles and therefore safer for pedestrians.

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Conferences and Meetings: In Mid-April, two of our staff members attended the Innovative Users Group Conference, sponsored by Innovative Interfaces, our ILS vendor. They found it very worthwhile and both of their reports on the conference are attached.

Several of our staff members attended the Long Island Library Conference on May 3<sup>rd</sup>, and heard from several authors as well as trends and issues in today's library world, such as protecting privacy using mobile applications and Social Networks, and also got the opportunity to visit with vendors in the exhibit hall.

I want to thank the trustees who attended the Library Trustee Institute in Uniondale on May 4<sup>th</sup> and 5<sup>th</sup>. Your willingness to educate yourselves on library matters and to meet and interact with trustees with other libraries will only make our library stronger.

Donations: To date the Library has received almost \$900 in honor of our late patron, Maria Fornari, from her family and friends. Checks have come in from many different states but they all want to pay tribute to her by making a donation to the Library. [End of written report]

Comments on the report:

The Director clarified that the installation of the cooling tower has been changed to Thursday, May 17 and delayed opening of the Main Library will be at 1:00 p.m. instead of 12 noon. The steel beam has already been installed and electrical work is being done.

Trustee DiCamillo inquired of the Business Manager where in the financials was the return of delinquent materials posted. He indicated that only the money but not the return of the delinquent material was posted under the revenue page under collection agency fees. She asked that an analysis of the breakdown of money versus returned materials be prepared for each monthly Finance Committee meeting.

Trustee DiCamillo, in reviewing the reports from the Innovative Conference, asked the Director to find out the costs of Decision Center and Reporter, tools that could be beneficial for staff now and in the future. The Director then provided the costs as well as more information on these products which she already had. In addition, Ms. Marino mentioned a third product, Floating Collections, a software that allows high-demand items to go on the shelf where they are last checked in and not returned to the owning location. This permits such items to circulate more freely among the four locations. She will bring these products as a proposal to the Board at a later date. The Director was asked to find out if the vendor for Decision Center and Reporter would be willing to do a demonstration to the Board.

Public Comment: Ralene Adler

## **OLD BUSINESS**

### **Extension of Building Advisory Committee Deadline**

**Upon motion by Marietta DiCamillo and seconded by Francine Ferrante Krupski, and after discussion, it was,**



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**RESOLVED**, that the Great Neck Library Board of Trustees amend the resolution dated November 22, 2011 to change the date from July 1, 2012 to September 1, 2012 for the Building Advisory Committee to come up with a plan and a budget for presentation to the Board of Trustees.

Committee Chair DiCamillo explained the reason for this resolution. At the last meeting in the City with Dattner Architect, the Committee realized that they could not meet the July 1<sup>st</sup> deadline but would need an additional month. Since the Board does not meet over the summer, they are asking for a September 1<sup>st</sup> deadline and the committee will continue meeting over the summer and by then will have a working plan and a budget with the cost estimates.

There will be one more meeting with the architects which will conclude deliberations. Dattner will then need time to interpret the information and turn it into a ‘block concept design’ (where things will fit within the library plan). Initially, the committee did not realize a ‘block concept’ is a pre-requisite for obtaining cost estimates.

Public Comment: Karen Rubin, Dan Nachmanoff, Ralene Adler, Carol Frank

**VOTE:** Yes – 7 (DiCamillo, Esagoff, Ferrante Krupski, Pizer, Marcus, Sokol, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

## **NEW BUSINESS**

### **Hiring of General Counsel**

**Upon motion by Martin Sokol and seconded by Marietta DiCamillo, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees authorize the retention of the firm of Bee, Ready, Fishbein, Hatter & Donovan, LLP, as general counsel to advise the Library on all matters not related to personnel and labor. The firm will be retained at the hourly rate of \$235 an hour. The funds for this service will be taken from the Legal Fees – General line of the operating budget.

Public Comment: Ralene Adler, Dan Nachmanoff

**VOTE:** Yes – 7 (DiCamillo, Esagoff, Ferrante Krupski, Marcus, Pizer, Sokol, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

### **Asbestos Testing – Main Library**

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

**RESOLVED**, that the Great Neck Library Board of Trustees authorize the Library Director to seek proposals for the testing of asbestos, lead paint, mold, and other known carcinogens and any other health hazards for the Main Building.

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Trustee Pizer asked that the words ‘Board of Trustees’ be added to the first line of the RFP to replace ‘Director’. [It should read: “The Board of Trustees of the Great Neck Library invites...”]

Public Comment: Karen Rubin

**VOTE:** Yes – 7 (DiCamillo, Esagoff, Ferrante Krupski, Marcus, Pizer, Sokol, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

### **Independent Cost Estimator**

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

**RESOLVED,** that the Great Neck Library Board of Trustees authorize the Library Director to seek proposals from independent cost estimators for the Main Building renovation project.

Trustee Pizer asked that the words ‘Board of Trustees’ be added to the first line of the RFP to replace ‘Director’. [It should read: “The Board of Trustees of the Great Neck Library invites...”]

Public Comment: Ralene Adler, Marianna Wohlgemuth

**VOTE:** Yes – 7 (DiCamillo, Esagoff, Ferrante Krupski, Marcus, Pizer, Sokol, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

### **Landscape Contract**

**Upon motion by Francine Ferrante Krupski and seconded by Marietta DiCamillo, and after discussion, it was,**

**RESOLVED,** that the Great Neck Library Board of Trustees hereby authorize the award of the landscaping services contract for the 2012 season to Cabo Landscaping, at a cost of \$6,950 to be billed in nine monthly installments of \$775, as per their proposal dated April 30, 2012, to be charged to the Landscaping budget line.

The resolution was amended to correct the error in the total cost from \$6,950 to \$6,975.

**Upon motion by Joel Marcus and seconded by Marietta DiCamillo, and after discussion, it was,**

**RESOLVED,** that the Great Neck Library Board of Trustees amend the resolution to authorize the award of the landscaping services contract for the 2012 season to Cabo Landscaping, at a cost of \$6,975 to be billed in nine monthly installments of \$775, as per their proposal dated April 30, 2012, to be charged to the Landscaping budget line.

Public Comment: Norman Rutta, Ralene Adler, Carol Frank

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**VOTE:** Yes – 7 (DiCamillo, Esagoff, Ferrante Krupski, Marcus, Pizer, Sokol, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

### **Appointment of Interim Department Head of Reference**

**Upon motion by Marietta DiCamillo and seconded by Joel Marcus, and after discussion, it was,**

**RESOLVED,** that the Great Neck Library Board of Trustees authorize the appointment of Margery Chodosch as Interim Department Head for the Reference Department. Such appointment would be retro-active to March 5, 2012. Her annual salary will be increased by \$4,196 in recognition of her additional duties.

Trustee Pizer stated that instead of using the term ‘Reference Department,’ she would like to move in the direction to refer to that department as ‘Adult Services’, which is a part of the overall restructuring being worked on.

Public Comment: Ralene Adler, Norman Rutta

**VOTE:** Yes – 7 (DiCamillo, Esagoff, Ferrante Krupski, Marcus, Pizer, Sokol, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

### **Automated Time & Attendance**

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

**RESOLVED,** that the Great Neck Library Board of Trustees authorize the acceptance of the Accu Data Payroll Service’s proposal for Time Vantage time and attendance service as per their proposal dated March 13, 2012, with a one time setup charge of \$850 and a usage charge of \$4 per employee per month, to be charged to Payroll Service budget line.

Public Comment: Ralene Adler

**VOTE:** Yes – 7 (DiCamillo, Esagoff, Ferrante Krupski, Marcus, Pizer, Sokol, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

### **Holiday & Sunday Schedule**

**Upon motion by Janet Esagoff and seconded by Francine Ferrante Krupski, and after discussion, it was,**

**RESOLVED,** that the Great Neck Library Board of Trustees accept the Holiday & Sunday Schedule for September 2012 to August 2013 as presented.

**VOTE:** Yes – 7 (DiCamillo, Esagoff, Ferrante Krupski, Marcus, Pizer, Sokol, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

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### **Donation Acknowledgments**

**Upon motion by Francine Ferrante Krupski and seconded by Josie Pizer, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees accept the following monetary donations in memory of Maria Fornari:

- \$200 from Chiara Sugrue, Nora Morgenstern, Patricia Wasserman and Danny Soto;
- \$180 from David and Andrea Garber.

**VOTE:** Yes – 7 (DiCamillo, Esagoff, Ferrante Krupski, Marcus, Pizer, Sokol, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

### **Excess Equipment**

**Upon motion by Martin Sokol and seconded by Josie Pizer, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees declare the items listed on the schedule from the Computer Department dated May 2012 exceeded and authorize the Director to dispose of same in an appropriate manner.

**VOTE:** Yes – 7 (DiCamillo, Esagoff, Ferrante Krupski, Marcus, Pizer, Sokol, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

### **Dattner Proposal for Additional Services**

**Upon motion by Marietta DiCamillo and seconded by Francine Ferrante Krupski, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees approve the expenditure of an amount not to exceed \$45,500 for additional services which include reimbursables, such as printing, posting and local travel, by Dattner Architects for a conceptual design study for the Great Neck Library to be invoiced monthly with an initial deposit of \$8,000 to start the job. Such funds are to be taken from the Main Building and Special Services fund.

Trustee DiCamillo asked for this item to be tabled to allow further research and review by the professionals on the Building Advisory Committee.

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

**RESOLVED**, that the Great Neck Library Board of Trustees table the proposal from Dattner to perform additional services.

**VOTE:** Yes – 7 (DiCamillo, Esagoff, Ferrante Krupski, Marcus, Pizer, Sokol, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

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## **OPEN TIME**

Speaking: Ralene Adler, Karen Rubin, Norman Rutta

## **ADJOURNMENT**

President Solomon thanked everyone for helping to move the meeting despite the lengthy agenda. The meeting was adjourned at 9:25 p.m. on motion by Josie Pizer.

Respectfully submitted,

Francine Ferrante Krupski  
Secretary, Board of Trustees