

**GREAT NECK LIBRARY  
MINUTES OF THE  
BOARD OF TRUSTEES MEETING  
Tuesday, May 17, 2005 at 8:00 p.m.**

The regular meeting of the Great Neck Library Board of Trustees was held on Tuesday, May 17, 2005, in the Parkville Branch of the Great Neck Library, 10 Campbell Street, New Hyde Park, New York 11040. [Agenda attached]

The following Trustees were present constituting a quorum:

Linda Cohen – President  
Joyce Klein – Secretary  
William Morrill – Treasurer  
Alice Nayer – Assistant Treasurer  
Bette Weidman – Assistant Treasurer  
Norman Rutta

Absent with prior notice: David Kahn – Vice President

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

**CALL TO ORDER**

President Linda Cohen called the meeting to order at 8:20 p.m. There was an unusually large attendance which the meeting room could not accommodate. Therefore, the meeting had to be switched to the main area of the adult section resulting in a delay.

**MINUTES**

Upon motion by Joyce Klein, seconded by William Morrill, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library approve the Minutes of the Regular Meeting of April 19, 2005, and the Special Executive Session of May 10, 2005, as presented.

VOTE: Yes – 6 (Cohen, Klein, Morrill, Nayer, Rutta, Weidman)

*MOTION CARRIED UNANIMOUSLY.*

**TREASURER'S REPORT – PERSONNEL REPORT**

During the month of April 2005, revenue received was \$1,064,854. Total expenses were \$554,229.

At the close of business, April 30, 2005, total operating fund holdings were \$2,159,399. Of these funds \$2,155,079 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 April 30, 2004, balance of \$2,299,315.

Additionally, the balance of the Main Building and Special Services fund was \$1,184,922; the Automated Library fund was \$132,451; the Restricted Gift fund was \$45,951; the Branch and Special Services fund was \$132,229. These funds totaled \$1,495,553 on April 30, 2005. The April 30, 2004, total was \$1,583,098.

Upon motion by William Morrill, seconded by Bette Weidman, and after discussion, it was,

**RESOLVED**, that the Board of Trustees of the Great Neck Library accept the May 17, 2005, Treasurer's Report with the Personnel Changes of April 15, 2005, through May 13, 2005.

Public Comments: Ellen Farhie, Unidentified Gentleman

VOTE: Yes – 6 (Cohen, Klein, Morrill, Nayer, Rutta, Weidman)  
*MOTION CARRIED UNANIMOUSLY.*

Upon motion by William Morrill, seconded by Joyce Klein, 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 April 15, 2005, through May 13, 2005, Paid-Checks numbered 0020715 through 0020719, 0020780 through 0020785, 1141 through 1142, and 31557 through 31576 and To-Be-Paid checks numbered 31577 through 31699, the sums set against their respective names, amounting in the aggregate to \$183,570.79.

Public Comments: Ralene Adler

VOTE: Yes – 6 (Cohen, Klein, Morrill, Nayer, Rutta, Weidman)  
*MOTION CARRIED UNANIMOUSLY.*

## **REPORTS**

### **Informal Report on Consultants for Building Project**

President Cohen stated that the Board had met in Executive Sessions on April 19, 2005 and May 9, 2005 to evaluate the various consultants for the Main Building Renovation/Expansion project. On May 9<sup>th</sup>, the Board reached a consensus that they felt comfortable with the consultants and they were moving ahead with the same team.

At this point, Trustee Rutta made a motion to terminate the contract of Advanced Consulting. There was no second so the motion failed.

Trustee Rutta made a motion to terminate the contract of the architects, H2L2. There was no second. The motion failed.

Trustee Rutta made a motion to terminate the contract of the law firm of Forchelli et al. There was no second. The motion failed.

Trustee Rutta made a motion to review the bills of Forchelli et al and possibly ask them for a refund of some of their fees on the zoning research that was done but which ultimately was not put before the Town. There was no second. The motion failed.

Trustee Rutta suggested a Board discussion on asking the Law firm of Forchelli for a refund of some of the legal fees paid for the firm's appearance before the Board of Zoning and Appeals which never took place. This discussion will take place in Executive Session at a future meeting of the Board.

Public Comments: Carol Frank, Marietta DiCamillo, Rebecca Rosenblatt Gilliar, Frank Phillips, Ralene Adler, Barbara Zeller

### Director

Director Nevens presented her report as attached. In addition, she reported that the Library's Online Public Access Catalog (OPAC) will be upgraded on the Sunday of the Memorial Day weekend, when the Library will be closed in observance of the holiday. During this time, the catalog will be unavailable for public use from home. Janet Fine, Head of Circulation Services, and the Computer Department staff were thanked for their work in preparation for this.

Public Comments: Marianna Wohlgemuth, Stanley Romaine, Jay Confino

Director Nevens reported on two meetings with the Town Supervisor.

In response to a trustee's charge that the full Board had not adopted a Plan II which was being sold to public officials, President Cohen responded that these meetings came out of a suggestion that was made at a recent Board meeting that before moving forward, a dialog should be established. In the spirit of this, Supervisor Jon Kaiman was contacted and a meeting was set for May 3<sup>rd</sup> with Director Nevens, herself, Jon Kaiman and Building Commissioner Wasserman. At that meeting, Mr Kaiman indicated that he would like to call a meeting with the mayors, the Board President and Library Director which took place on May 11<sup>th</sup>. Present at that meeting were Commissioner Wasserman, Mayors Samansky, Kirschner, Bernstein and Jay Confino (representing Great Neck Plaza). After the meeting, Mr. Kaiman indicated that he had an idea. President Cohen invited Supervisor Kaiman to attend tonight's Board meeting and talk about his idea. At this point, the floor was handed over to Supervisor Kaiman.

Mr. Kaiman informed the meeting that he has dealt with a lot of development projects in the Town and it is appropriate to have meetings with the Building Commissioner, Supervisor, and Planners to make sure the project is moving in the right direction. He had some concerns about Plan III which he personally thought was too big.

He understood that the Library would be withdrawing Plan III and start moving toward another plan so he suggested that before a formal plan was adopted it might be appropriate to have a visioning meeting whereby the Town of North Hempstead would become a partner with the Great Neck Library in this public process. He explained the process of a visioning meeting.

The Town would like to help and Mr. Kaiman reiterated that he has done several of these visioning meetings which were successful. He had great faith in the members of the Board and hoped people will give them credit. He complimented the Board for the good job done but the process needed dialog quickly. June 7<sup>th</sup> is tentatively set for the visioning meeting pending space availability.

In response to a question on whether the Board would start from scratch, Supervisor Kaiman indicated that it does not mean starting all over because 90% of the work done so far – environmental, parking lot, traffic study, etc. – remains valid. The Town will work out the arrangements for this meeting and the public will be informed.

Upon motion by Norman Rutta, seconded by Linda Cohen, and after discussion, it was,

**RESOLVED**, that the Board of Trustees of the Great Neck accept the invitation of Jon Kaiman, Supervisor of Town of North Hempstead, to partner with the Town in doing a visioning session.

Public Comments: Karen Rubin, Gerry Schneiderman, Julian Kane, Unidentified Lady, Frank Phillips, Unidentified Lady, Lillian Hoffman, Alan Mindel, Stanley Romaine

VOTE: Yes – 5 (Cohen, Klein, Morrill, Nayer, Rutta, Weidman); Abstention – 1 (Nayer)  
*MOTION CARRIED.*

### Policy/ByLaws Committee

Director Nevens, in the absence of Policy/Bylaws Chair David Kahn, reported on the Policy Committee meeting held on May 10<sup>th</sup>. Topics discussed were changes to the Bylaws regarding the Record Date [see New Business] for the election, and electronic mail between the Director and Trustees. Counsel was consulted on the latter. Counsel responded that it was appropriate for emailing between Director and trustees to set up and confirm meetings, periodic updates, background information for committee meetings and discussions, and outstanding issues. One-way email from the Director or Board President to other Trustees is permissible but cross communication is not. Trustees should not email amongst themselves on substantive issues that lead to decisions. Email between Trustees as a follow up to a discussion was inappropriate. Policy will be devised and presented at the June 21<sup>st</sup> meeting for adoption.

### Branch Committee

Director Nevens stated that David Kahn was elected chair of this committee at the May 11<sup>th</sup> meeting at the Lakeville Branch Library. Highlights of that meeting included a successful storytime program for 2 through 5 year olds which was anticipated to continue during the summer, and the re-introduction of computer classes at Lakeville. Also, members of the public were reportedly concerned about rumors that there was a change in ownership of property where the Lakeville Branch is located. It was claimed that the new landlord is seeking to empty stores in that strip mall to convert property into residential housing. The Director sought guidance from the Board as to whether they wanted Counsel to begin discussions with landlord about Lakeville Branch lease renewal since it is nearing the end of a two-option lease renewal in April 2007. Legal fees were involved as real estate is outside the legal retainer. The Director was then instructed to initiate a discussion with the landlord, without legal counsel, for his initial reaction and if he has any ideas of terms.

It was also mentioned that Rite Aid, located in the same strip, was now empty. The Director was asked to inquire about the possibility of renting that space to alleviate some of the space problems that exist at Main. This would require prior Board discussion and will be placed on the agenda of the June 21<sup>st</sup> meeting. The Director should then wait until after the June Board meeting to approach landlord on the foregoing.

## **OLD BUSINESS**

### Main Building Expansion

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 abandon Plan III as the plan for the renovation and expansion of the Main Building.

Some Trustees, as well as members of the public, felt that voting for the abandonment of Plan III should be tabled until after the visioning process.

Public Comments: Julian Kane, Karen Rubin, Brian Dobkin

Upon motion by Bette Weidman, seconded by ?, and after discussion, it was,

**RESOLVED**, that the Board of Trustees of the Great Neck Library table the motion to abandon Plan III as the plan for the renovation and expansion of the Main Building until after the visioning meeting.

VOTE: Yes – 4 (Klein, Morrill, Nayer, Weidman); No – 2 (Cohen, Rutta)

**MOTION CARRIED.**

## **NEW BUSINESS**

### **Bylaw Change – Record Date**

There was discussion on the proposal to change the record date for the election from the first Tuesday in September to the first Monday in October. This would allow a bigger window for registration to vote. This proposition will go on the agenda for the June 21<sup>st</sup> meeting and if adopted by the Board, it will then go on the ballot for the October 31, 2005 election [changes in Bylaws require voting by the membership at large]. If passed, it will then go into effect for the 2006 election.

Public Comments: Carol Frank

### **Nominating Committee**

Edith Pollack resigned from the Nominating Committee due to illness. The Director was commissioned to have a Certificate of Appreciation done for Ms. Pollack thanking her for her service on the Committee. According to the Bylaws, the Board may or may not fill the vacancy for the balance of term. However, the Nominating Committee begins the interviewing/deliberation process in June and this necessitates that an appointment be made at this time. Linda Cohen nominated Martha Cohen, seconded by Bette Weidman.

Upon motion by Linda Cohen, seconded by Bette Weidman and after discussion, it was,

**RESOLVED** that the Board of Trustees of the Great Neck Library appoint Martha Cohen to fill the unexpired term [of Edith Pollack] which will end in January 2007.

Public Comments: Carol Frank

VOTE: Yes – 5 (Cohen, Khan, Klein, Morrill, Nayer, Weidman); No – 1 (Rutta)  
*MOTION CARRIED.*

### **Holiday & Sunday Schedule**

The Holiday and Sunday schedule for September 2005 through August 2006 was approved. There was special reference to the eve of Yom Kippur when the Lakeville Branch is scheduled to open from 12:00-8:00 p.m. The Lakeville Branch, as well as the other two branches and Main, will open at 9:00 a.m. on Yom Kippur Eve (Wednesday) thus giving the public more service.

Upon motion by Bette Weidman, seconded by Joyce Klein 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 2005 to August 2006.

VOTE: Yes – 6 (Cohen, Klein, Morrill, Nayer, Rutta, Weidman)  
*MOTION CARRIED UNANIMOUSLY.*

### Unofficial Budget Results

The unofficial results came in that the Library's 2006 budget passed by 61.3%, 1,333 yes and 843 no votes. The School budget passed by 67.7% - 1,546 yes and 738 no votes. These numbers did not include the absentee ballots. The community was congratulated and thanked for passing the budgets.

### Excess Equipment

Upon motion by Alice Nayer, seconded by Linda Cohen and after discussion, it was,

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

Public Comments: Conrad Biel

VOTE: Yes – 6 (Cohen, Klein, Morrill, Nayer, Rutta, Weidman)  
*MOTION CARRIED UNANIMOUSLY.*

### Photocopier

Upon motion by Bette Weidman, seconded by Joyce Klein and after discussion, it was,

**RESOLVED**, that the Board of Trustees of the Great Neck Library authorize a 48-month lease for a Canon iR5570 digital photocopier from Leslie Digital Imaging, as per their quotation of May 12, 2005, at the cost of \$246.00 per month, plus service for all but paper and staples at an additional cost of \$112.50 per month. Service on average copies [in excess of 180,000 per year] is to be billed at \$0.0075 per copy. Lease costs will be charged to the Copy Machine line of the operating budget.

Public Comments: Marianna Wohlgemuth, Marietta DiCamillo

VOTE: Yes – 6 (Cohen, Klein, Morrill, Nayer, Rutta, Weidman)  
*MOTION CARRIED UNANIMOUSLY.*

### **CORRESPONDENCE** (attached)

Ralene Adler spoke to her letter of April 20, 2005.

Rebecca Rosenblatt Gilliar spoke to her letters of May 4 and May 5, 2005

**OPEN TIME**

Speaking were: Unidentified Gentleman, Ellen Farhie, Marietta DiCamillo, Rafe Leiber (Kaiman's Office), Carol Frank, Rebecca Rosenblatt Gilliar, Laura Farhie, Robert Billings, Michael Currie

**ADJOURNMENT**

On a motion by Bette Weidman, the meeting was adjourned at 11:12 p.m.

Respectfully submitted,

Joyce Klein  
Secretary