

**GREAT NECK LIBRARY  
MINUTES OF THE  
BOARD OF TRUSTEES MEETING  
JUNE 21, 2011, AT 7:30 P.M.**

A regular meeting of the Great Neck Library Board of Trustees was held on Tuesday, June 21, 2011, 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:

Janet Nina Esagoff – President  
Anna Kaplan – Vice President  
Joel Marcus – Secretary  
Varda Solomon – Treasurer  
Marietta DiCamillo – Assistant Treasurer  
Martin Sokol

Absent with prior notice:        Josie Pizer, Assistant Treasurer

Also present:                        Jane B. Marino – Director  
    Laura Weir – Assistant Director  
    Neil Zitofsky – Business Manager  
    Bob Goldberg – Legal Counsel (Farrell Fritz, P.C.)

**CALL TO ORDER**

President Janet Esagoff called the meeting to order at 7:40 p.m.

**MINUTES**

**Upon motion by Joel Marcus, seconded by Varda Solomon, and after discussion, it was,**

**RESOLVED**, that the Board of Trustees of the Great Neck Library approve the Minutes of the meeting on May 19, 2011, as presented.

**VOTE:** Yes – 6 (DiCamillo, Esagoff, Kaplan, Marcus, Sokol, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

**TREASURER'S REPORT**

**Upon motion by Varda Solomon, seconded by Marietta DiCamillo, and after discussion, it was,**

**RESOLVED**, that the Board of Trustees of the Great Neck Library accept the following financial reports:

- June 21, 2011, Treasurer's Report;
- Warrant dated May 14, 2011 through June 17, 2011, for Paid checks numbered 0029529 through 0029534, 0029571 through 0029577, 0029610 through 0029614, 43011 through 43027 and 43029 through 4303, and To-Be-Paid Checks numbered 43028, and 43031 through 43158, the sums set against their respective names, amounting in the aggregate to \$323,529.99;
- Payroll Warrants for pay dates May 5, and May 19, 2011, in the amounts of \$171,369.07 and \$173,501.00 respectively for a total of \$344,870.07.

After discussion, the Board agreed to remove check number 43087 in the amount of \$815 payable to Harras Bloom Archer, LLP, from the warrant. The invoice for this check included work done in preparation for the attorney to appear before the Town of North Hempstead for site plan approval. However, the firm had not completed all the necessary requirements for the hearing forcing the Town to reschedule the hearing from June 24 to July 19, 2011.

The Trustees agreed that the firm should only be paid once since the omission was an error on their part. When the next bill comes in, it will be compared with the bill that is being removed from the warrant to ensure that the Library would not be double billed for the tasks already done for the June hearing. The Finance Committee had already briefly discussed the bill but there were some items that required some clarification. Ms. Marino offered to get the information for the Committee.

Public Comment: Ralene Adler

**Upon motion by Varda Solomon seconded by Marietta DiCamillo, and after discussion, it was,**

**RESOLVED**, that the Board of Trustees of the Great Neck Library amend the motion to remove check number 47087 in the amount of \$815 payable to Harras Bloom, LLP, from the warrant.

**VOTE:** Yes – 6 (DiCamillo, Esagoff, Kaplan, Marcus, Sokol, Solomon)

**MOTION CARRIED UNANIMOUSLY**

**The amended motion to approve the warrant without this check was voted on as follows:**

**VOTE:** Yes – 6 (DiCamillo, Esagoff, Kaplan, Marcus, Sokol, Solomon)

**MOTION CARRIED UNANIMOUSLY**

## PERSONNEL CHANGES

Upon motion by Marietta DiCamillo, seconded by Anna Kaplan, and after discussion, it was,

**RESOLVED**, that the Board of Trustees of the Great Neck Library accept the Personnel Changes of May 2011 as presented.

**VOTE:** Yes – 6 (DiCamillo, Esagoff, Kaplan, Marcus, Sokol, Solomon)

*MOTION CARRIED UNANIMOUSLY*

## WRITTEN REPORTS

Below is the text of the written reports:

### Finance Committee Meeting

The Finance Committee met on Tuesday June 16, 2011, at 7:30 p.m. in the Multi-Purpose Room. In Attendance: Varda Solomon, Chair; Marietta DiCamillo, Trustee; Josie Pizer, Trustee. Absent with Notice: Janet Nina Esagoff. Also in Attendance: Jane Marino, Library Director; Laura Weir, Assistant Director; Neil Zitofsky, Business Manager. Chair Solomon called the meeting to order at 7:35 p.m.

#### New Business

1. Burglar Alarm. Director Marino reported that the library has had to pay \$650 to the Nassau County Police Department for a variety of false alarms at the Main Library since January, 2011. The Police Department has recently instituted a policy of sending out warnings to locations that receive 5 or more false alarms that they will be placed in a “no response mode” and must pay a fine to be reinstated onto response mode. She explained to the committee where those false alarms occurred and the steps she is taking to ensure these instances do not reoccur. First, staff will be trained to recognize when an alarm is being called in by the company and will know the steps to take to ensure that the police are not called needlessly. Second, she indicated that the library will do an RFP for alarm companies so that she and other administrative staff will have online access to entrances and exits to all locations so that better track can be kept of them.

2. Farrell Fritz Invoices. At Ms. Solomon’s request, Ms. Marino supplied the committee with the breakdown of charges from Farrell Fritz, showing the work they did and what areas the work covered. (i.e. labor, general, real estate). Mr. Zitofsky indicated he would continue to do a legal analysis, as he has in the past, so the Board will know what areas legal work is being done on the library’s behalf.

#### Regular Activities

The checks were reviewed by the committee and questions were answered by Ms. Marino and Mr. Zitofsky as needed, as were the financial statements of income and expenditure as well as bank balances. The committee also reviewed overtime for the month. Ms. Solomon also polled the committee as to their availability for the July and August dates for meetings and it was decided that the dates of July 21<sup>st</sup> and August 18<sup>th</sup> would remain as calendared. There being no further business, the committee meeting was adjourned at 9:20 p.m.

## **Policy Committee**

Policy and Bylaws Committee met on Tuesday May 31, 2011, at 7:30 p.m. in the Station Branch. In Attendance: Marietta DiCamillo, Chair; Josie Pizer, Trustee, Anna Kaplan, Trustee; Janet Nina Esagoff, Board President. Also in Attendance: Jane B. Marino, Director; Laura L. Weir, Assistant Director.

### **Old Business**

1. Travel and Reimbursement Policy. The Director advised the committee that the policy had been reviewed by the lawyers and they made one minor change. The Committee was satisfied with the policy as it was presented. The consensus was to recommend that it be placed on the June agenda for Board approval. Janet Esagoff, as Board President, agreed that the motion would appear on the June agenda.

2. Workplace Violence Prevention Policy. The Director advised the committee that the policy she had distributed to the committee had been drafted by our lawyers and she was confident in it. The committee agreed. Laura Weir, as chair of the Workplace Violence Prevention Committee, reported that they were planning on meeting with a representative from Utica Insurance the following day to walk through the Station Branch to review any possible safety hazards. Josie Pizer and Marietta DiCamillo voiced concern about the personal safety component of this policy, that is, possible violence or harm from other staff members or members of the public and how to deal with it. Jane Marino indicated that she had discussed the possible procedures that would come out of this policy with our lawyers who indicated they could help us with that. There are several aspects to the policy. In order to adhere to the law, it is important that we adhere to the requirements to insure the safety and well-being of our staff and patrons. There are three elements: to perform a risk evaluation of the workplace; to prepare a workplace violence prevention program and to inform and train employees of the law and its requirements. Before the policy can be brought to the Board for its approval, the Library needs to ensure that all of these elements are either completed or are in place. Jane Marino proposed that after the staff committee meets on June 1 and then again later in June, a couple of training sessions be set up for the July and August staff meetings. Jane and Laura will update the committee in July.

3. Circulation Policy. Jane Marino proposed to the committee that the circulation policy be altered to include "express books," items that will circulate for one week with no renewals, no holds with a daily overdue fine of \$1. The purpose of this collection is to make copies of titles that are in high demand available to the public without the need to put a title on hold. Hopefully, the shorter circulation period would enable these books to circulate more often. The committee agreed to the idea and recommended that it be placed on the June Board agenda for approval.

4. Meeting Room Policy. Jane had proposed to the committee to modify their existing fee structure for the Community Room. Currently the fee is \$25 for use of the room by outside groups, regardless of the amount of time used by the group. She proposed that a graduated fee structure be implemented so that, perhaps, a meeting for ½ day be \$25 and a meeting for the entire day be \$50 and anything held after 9:00 p.m. be \$75. The committee discussed the proposal, including the idea of a surcharge after 9:00 p.m. The committee also expressed concern about whether or not this was the best time to introduce a new fee structure. The Director said she would review a variety of options and present them to the committee but that it was premature to present this to the Board for the June agenda. The Committee agreed and hoped that it could be on the September agenda.

5. Administrative Job Descriptions. Jane and Marietta agreed that this item be moved to the Personnel Committee for further discussion.

### New Business

1. Policy regarding inappropriate use of public funds. Marietta asked that Jane discuss possible language with our attorneys that could be inserted into our policy regarding elections similar to the policy passed by the Great Neck School District. That revision inserted language that stated that the District may not use funds to exhort voters to support a particular position. Jane said she would make the inquiry.

There being no further business, the chair adjourned the meeting at 8:30 p.m.

### Assistant Director

#### Workplace Violence Prevention Committee

The Director has tasked me with the assignment of putting together a procedure that is necessary as part of the Library's Workplace Violence Prevention Program. At the Director's request, Dariely Rodriguez of Farrell Fritz, P.C., sent the Great Neck Library an outline of the required elements for a workplace violence prevention program. Upon examination of the worksheet, I noted that the Library has already begun to address the steps necessary in building an effective Workplace Violence Prevention program. A staff Workplace Violence Prevention Committee (WPVC) has been formed and it includes the participation of an authorized union employee representative.

The Committee met on June 3 and June 15 to discuss and begin to implement programs designed to protect employees from risks and hazards associated with their jobs. Previously, we posted a power point program produced by the NYS Dept. of Labor on the staff intranet and asked staff at the June 8, 2011 general staff meeting to view it on their own or in small groups. We have provided a comments sheet for staff to respond to the presentation with questions, observations or comments. The staff responses to the power point program will be addressed at a future staff meeting.

The WVPC has obtained a speaker through NYSUT to speak at the July general staff meeting about Workplace Violence Prevention as a concept, thus raising awareness among the staff to potentially dangerous situations. We have begun the risk assessment of our four worksites, which will be concluded by the end of July 2011. We are working on a second staff training session for the August staff meeting and plan a full morning Conflict Resolution training session at the Staff Development Day in November.

#### Library Journal's Day of Dialog 2011 / Monday, May 23

I attended the Day of Dialog at the McGraw Hill building which preceded the recent BEA (Book Expo America) that took place in New York City at the Jacob Javits Center. The day began with *Editors' Picks*. Editors from various publishing houses highlighted titles that they hope will become bestsellers in the fall. Memoirs and biographies have best selling potential: John Lithgow, actor, Ellen DeGeneres former comedienne, now talk show host and Michael Moore are three noteworthy names with books in the works. Thrillers continue their popularity with the reading public. Books on pets, dogs in particular, continue to appeal.

Panel II was entitled, *Truth or Dare: Presenting the Past in History and Fiction*. It was made up of a very interesting mix of authors who write either historical non-fiction or historical fiction. I found the premise of the book *Mightier than the Sword: Uncle Tom's Cabin and the Battle for America* by David S. Reynolds quite interesting in which he postulates that *Uncle Tom's Cabin* by Harriet Beecher Stowe swayed such a large section of the nation into an anti-slavery point of view that it influenced the rally to Civil War.

After lunch John Lithgow spoke about his memoir entitled *Drama: an Actor's Education*. Suspense writer Karen Slaughter talked about her *Save the Libraries* campaign where she has rallied authors and celebrities to raise money for local libraries.

Panel III was entitled, *The Latest in Social Media, Readers' Advisory, and Your Library* and the participants discussed ways in which libraries can connect online with the local literary community. A Facebook page, a presence on YouTube, interviews with writers on the Author Skype Tour blog were all suggested paths to creating interaction online with the local public.

#### Book Expo America 2011 / Tuesday, May 24, 2011

Book Expo America combines exhibits, conference programming and special events in one location. The exhibition hall undulates with activity with offers of free advanced copies, author signings and live interviews on the exhibition floor. Information sessions on various book industry topics are scheduled all day long. For me, the appeal of Book Expo is that conference is not specifically designed for librarians so the wider world of books and book publishing is explored from a different perspective.

I attended a panel discussion entitled *New Spanish and Latin American Fiction in Translation* in which the panel discussed the art, science and the business of translating Spanish language books to English and other languages. Panelist Chad W. Post reviews translated books and has developed a website called Three Percent, the estimated percentage of books translated into English in the U.S. Headquartered at the University of Rochester Three Percent's mission is to translate ten foreign language books into English each year. Panelist Vera Miles has lived in Spain for 20 years and translates English books into Spanish. Natasha Wimmer, who lived in Spain as a child, translates Spanish books into English. In addition to translating the best selling *The Savage Detectives*, Natasha has translated books by Mario Vargas Llosa, Laura Restrepo and Pedro Juan Gutierrez into English. Panelist Javier Sierra is an author whose Spanish language books have been translated in to 35 foreign languages. The panel gave me wonderful insight into the translator's world, where often the essence of the translation is more important than a literal translation.

## **Library Director**

### Personnel

Leila Mattson and Jonathan Aubrey began a History Room Blog in April and have been steadily adding posts to it ever since. There is a link to it on the front page of our website. Among the interesting tidbits is information about the history of the Village of Saddle Rock, on the occasion of its 100<sup>th</sup> anniversary, including pictures of its one-time owner and founder and eventual mayor of the village, Louise Skidmore Udall Eldridge, the Grande Dame of Great Neck. There are other posts about the Main Street of Great Neck Village and discussions about whether or not celebrities like Fanny Brice and Grouch Marx really lived in Great Neck.

Inspired by their blog, I started one called "From the Director's Desk" and I've also moved the link to our staff recommends blog to the front page of our website as well. Check out all three. They make for interesting reading.

### Building and Branch News

We have received official notification that 90% of our construction grant money is on its way. Despite our disappointment that we did not make it to the agenda for the Town Board's June meeting, we are scheduled for July 19 at 7:30 p.m. at North Hempstead Town Hall for Site Plan Review.

I have no updates on our amendment to the Parkville lease for the additional space but will let you know when I receive any information. Station Branch had to have some ceiling tiles replaced from a roof leak that has since been replaced.

#### Meetings

I will be attending ALA from June 23-28 in New Orleans, LA. One other staff member, Justin Fuchs, will also be attending. I have yet to hear from NLS regarding the final meeting for all trustees regarding their new funding proposal but will let you know when I hear. [End of written report]

The Director also reported that:

- The leak in the roof of the main building has been identified and will be fixed the next day.
- SavMor Mechanical Services, Inc., was called in on Monday as the air conditioning system at the Main Library had been shorting out. They identified that the cooling tower had a broken shaft. This unit was installed in 1969 and is no longer manufactured. SavMor is trying to figure out how to fix the problem. They are exploring the possibility of getting a cooling tower on a temporary basis.

Ms. Marino was asked by President Esagoff to research any recent significant work done to the air conditioning system. She reported that in 2006 the compressor for unit four failed and was replaced. At that time, a recommendation was made by the engineer to replace the failed compressor and to slowly upgrade the system to avoid a repeat of the problem. SavMor also had recommended that a different kind of system be looked into instead of replacing the old system.

She asked the Board for directions on how to proceed. She was directed to contact Park East Construction Company for their recommendation on the possibility of purchasing units that could be reused in the new building and also to get some estimates from other vendors. Trustee Sokol suggested that Leslie Kahn, who had done some consulting work for the Library, might be able to make some recommendations.

- Over 250 people attended the Julie Orringer, author of *The Invisible Bridge*, program despite no air conditioning. Video was setup in the lower level lobby to accommodate the overflow. Book signing by the author was done on the patio. Pete Hamill, author of *Tabloid City*, will be appearing at the Library on July 21<sup>st</sup>.
- Trustee DiCamillo asked the Director to find out if NLS can send the Minutes of their Board of Trustees meeting electronically.

## OLD BUSINESS

### Abolition of the Building Committee

**Upon motion by Martin Sokol and seconded by Varda Solomon, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees abolish the Building Committee effective immediately that has been an ad-hoc committee and that all further business regarding the building campaign should be retained by the Board for review and discussion.

Trustee DiCamillo supported the concept of the resolution but she wanted to know why, after several months of recommending that the Building Committee become a committee of the whole, this appeared on the agenda simultaneously with the resolution to have a Finance Committee member sitting on all the other committees established by the Board. She questioned what would be the role of the Board, how the meeting would be handled, would there be separate meetings, and who would be chair. She asked for an accounting of the expenses – paid and unpaid – of the Building Committee prior to the Board taking over this function.

President Esagoff stated that she had a discussion with Building Committee Chair Sokol along with the Library Director, and Trustee Sokol decided that it was in the best interest of the Library to abolish the Building Committee.

The Board President would be the Chair and would delegate tasks as deemed necessary. Attorney Goldberg clarified that the Board is in charge of the responsibilities of the Library but it has the ability to delegate to committees. With the abolition of the Building Committee, the Board is now eliminating the delegation process. So, whatever was coming before the Building Committee would now come before the Board. The Board, if it chooses, can delegate certain responsibilities as it goes along but these would be discussed at Board level first and the Board would make the final decision. The Board can decide to call special meetings for the building project without putting the items on the agenda for a regular meeting.

*Public Comment: Carol Frank, Ralene Adler*

**The motion was amended by Marietta DiCamillo and seconded by Martin Sokol to change the word “campaign” to ‘project’. All the Trustees were in favor of the amendment.**

**The amended resolution was voted on as follows:**

**VOTE:** Yes – 5 (Esagoff, Kaplan, Marcus, Sokol, Solomon); Abstention – 1 (DiCamillo).

**MOTION CARRIED**

### **Policy Manual Changes** (Section 200-40)

**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 addition of the following sentence to policy 200-40. Such addition shall become effective at the January 2012 re-organization:

*In selecting the Trustees to serve on each of the library committees other than the Nominating Committee, the President shall appoint as one of the four members a member of the Finance Committee.*

President Esagoff stated that she had a problem with the motion and would like not to have a policy change but leave it up to the discretion of the President to make such an appointment.

Trustee DiCamillo asked that the Finance Committee discuss the process of approving future bills for the building project as an agenda item.

Public Comment: Ralene Adler

**VOTE:** Yes – 3 (DiCamillo, Marcus, Solomon); Opposed – 2 ( Esagoff, Sokol);  
Abstention – 1 (Kaplan) *MOTION CARRIED*

### **NEW BUSINESS**

On a note of sadness, a moment of silence was observed on the passing of Barbara Zeller who had made many contributions to the Great Neck Library.

### **Acceptance of Donation**

**Upon motion by Anna Kaplan and seconded by Marietta DiCamillo, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees accept the donation of \$150 from Joel Friedman to the Local History Collection in memory of Risha Rosner.

**VOTE:** Yes – 6 (DiCamillo, Esagoff, Kaplan, Marcus, Sokol, Solomon)  
*MOTION CARRIED UNANIMOUSLY*

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## **Policy Manual Changes**

### **EXPRESS BOOKS**

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

**RESOLVED**, that the Great Neck Library Board of Trustees approve the changes to the Board Policy Manual Section 700-20 (Borrowing Privileges Chart), Section 700-40 (Loan Periods and Limitations), and Section 700-45 (Overdue Notices and Fines) to include information related to Express Books.

**VOTE:** Yes – 6 (DiCamillo, Esagoff, Kaplan, Marcus, Sokol, Solomon)  
**MOTION CARRIED UNANIMOUSLY**

### **TRAVEL & REIMBURSEMENT POLICY**

Below is the proposed policy for conference and meeting attendance travel and reimbursement presented for its first reading:

#### **Introduction**

The Board of Trustees of the Great Neck Library (GNL) encourages its staff and trustees to take advantage of the educational and professional resources available to them in the form of workshops, conferences and meetings. In order to be reimbursed for actual expenses incurred in any workshop, conference or meeting a staff member or trustee attends, the following guidelines must be followed. All reimbursement rates will be subject to review and adjustment.

#### **Conference and Meeting Authorization**

Within existing staffing and budgetary constraints, GNL will pay registration fees and related travel expenses for full-time and regular part-time staff members to attend work-related conferences, workshops and meetings. As required, the Director may set a maximum amount that is allowable for reimbursement, as long as proper documentation is provided as outlined below.

#### **Travel Authorization for GNL Staff**

Each employee planning to travel on business outside Nassau County must request authorization in advance to his/her Department Head, using the request form attached. Upon approval by the Department Head, this form must then be approved by the Director.

Travel within Nassau County which is required by the employee's job duties need not be approved in advance by the Director but must be approved by the Department Head. All employees who drive a vehicle on GNL business must have a valid driver's license. All automobile travel on GNL business will be reimbursed at prevailing IRS mileage rates. Mileage for local trips may be reimbursed through petty cash, providing a request slip is completed and submitted to the Director's office. Other than for mileage to NLS, documentation of mileage must accompany the slip.

#### Travel Authorization for GNL Trustees

Travel by GNL trustees on GNL business must be approved in advance according to procedures established by the Director.

#### Travel Expense Vouchers

Original receipts for all expenses claimed for travel reimbursement must be attached to a GNL Travel Expense Form as well as documentation that the staff member was registered for the conference or meeting s/he attended.

All GNL staff and trustees shall itemize expenses and certify the validity of their claim with their signature. Travel expense vouchers shall be submitted to the Business Office within thirty days after the activity.

#### Travel Reimbursement for employees and Trustees

GNL will reimburse its employees and trustees for expenses incurred on library business at the following rates:

- IRS Standard Mile Rate for Business for the current year for use of a private vehicle, only if accompanied by map quest mileage [or similar method] to and from the site of the conference.
- Actual cost of meals and tips, not including alcohol. A limit of \$50 for daily meals will be applied.
- Actual cost of lodging, at the rate listed for the conference or meeting the employee is attending.
- Actual tolls, parking fees, necessary taxi fares and
- Actual bus or train fare for commercial transportation.

GNL employees shall be reimbursed for meal expenses only when library business requires them to stay away from home overnight, except if meal registration fees are required for attendance at a meeting or workshop. Whenever possible, car pooling is strongly recommended.

#### Travel with Family

A GNL employee or trustee may travel with his or her family on official business. No family travel expenses will be reimbursable except for legitimate business-related expenses incurred by the GNL employee or trustee. Lodging will be reimbursed at the single room rate only. [End of policy]

Trustee DiCamillo, Policy Committee Chair, encouraged the public to share any comments they have concerning this proposed policy with the Director who will address them or bring them back to the policy committee.

Public Comment: Ralene Adler

#### Referendum Date

Trustee DiCamillo was under the impression that the Bond Counsel had advised that the referendum date be set in tandem with revising the construction cost estimates for the building project. She has not yet seen those estimates or the wording for the referendum and she would not feel comfortable voting for a date before receiving this information. It was explained that one

was not contingent on the other for the selection of a date. Once the date has been selected, the Director will then contact the Construction Manager for him to provide the updated numbers.

**Upon motion by Varda Solomon and seconded by Anna Kaplan, and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees select Tuesday, November 15 or November 22, 2011, as the date for the referendum for the Main Building renovation/expansion project. Such date is subject to negotiations with the Great Neck School Board and receiving approval by the Town of North Hempstead for site plan.

*Public Comment: Carol Frank, Naomi Feldheim, Ralene Adler*

**VOTE:** Yes – 5 (Esagoff, Kaplan, Marcus, Sokol, Solomon); Opposed – 1 (DiCamillo)  
**MOTION CARRIED**

## **CORRESPONDENCE**

Sherry Teich was not present to speak to her letter of June 13, 2011. However, the Library Director explained that the letter was written at her urging. Ms. Teich was very upset that the Library was closed so early in June right before the Regents and finals and she was urging the Board to rethink its decision for next year.

## **OPEN TIME**

Neil Lieberman – commended the Board on the professional way it handled itself. He suggested the Library partner with the Park District and give out books, especially to children, at the poolside.

## **ADJOURNMENT**

President Esagoff adjourned the meeting at 9:20 p.m.

Respectfully submitted,

Joel Marcus  
Secretary of the Board of Trustees