

**GREAT NECK LIBRARY  
MINUTES OF THE  
BOARD OF TRUSTEES MEETING  
Tuesday, June 22, 2004 at 8:00 p.m.**

A regular meeting of the Board of Trustees of the Great Neck Library was held on **Tuesday, June 22, 2004**, in the Community Room of the Great Neck Library, 159 Bayview Avenue, Great Neck, New York 11023. [Agenda attached]

The following Trustees were present constituting a quorum:

Linda Cohen – President  
John Drukker – Vice President  
David Kahn – Secretary  
Alice Nayer – Treasurer  
William Morrill – Assistant Treasurer  
Bette Weidman – Assistant Treasurer  
Joyce Klein

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

## **Call to Order**

The meeting was called to order at 8:08 p.m. by President Linda Cohen. Some items were taken out of the order in which they appear on the agenda because one of the reporters from the local newspapers was delayed.

## **Minutes**

Upon motion by Joyce Klein, seconded by David Kahn, and after discussion,  
It was,

**RESOLVED**, that the Board of Trustees of the Great Neck Library accept the Minutes of the Regular Meeting of May 18, 2004 as corrected.

Correction was made to the spelling of the word "cygnets" on line two of the Director's report on page three.

VOTE: Yes – 7 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer, Weidman)  
*MOTION CARRIED UNANIMOUSLY.*

## Treasurer's Report – Personnel Report

During the month of May 2004, revenue received was \$1,024,785. Total expenses were \$501,627.

At the close of business, May 31, 2004, total operating fund holdings were \$2,796,696, 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 a May 31, 2003 balance of \$2,793,443.

Additionally, the balance of the Main Building and Special Services fund was \$1,274,786; the Automated Library fund was \$131,865; the Restricted Gift fund was \$45,640; the Branch and Special Services fund was \$130,896. These funds totaled \$1,583,187 on May 31, 2004. The May 31, 2003 total was \$1,824,173.

Upon motion by Alice Nayer, seconded by Joyce Klein, and after discussion, it was,

**RESOLVED**, that the Board of Trustees of the Great Neck Library accept the June 22, 2004, Treasurer's Report with the Personnel Changes of May 14, 2004 through June 18, 2004.

VOTE: Yes – 7 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer, Weidman)

*MOTION CARRIED UNANIMOUSLY.*

Upon motion by Alice Nayer, seconded by Bette Weidman 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 May 14, 2004 through June 18, 2004, Paid-Checks numbered 1111 through 1115 and 29593 through 29656, and To-Be-Paid checks numbered 29657 through 29798, the sums set against their respective names, amounting in the aggregate to \$286,152.58.

VOTE: Yes – 7 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer, Weidman)

*MOTION CARRIED UNANIMOUSLY.*

## Reports

Director (Report attached)

As a means of encouraging people to come to Board meetings, the President and Director discussed and instituted a policy of sending welcoming letters to new people who attended Board meetings for the first time.

Young Adult Librarian Jim Tiberg has resigned his position for a more lucrative job. Interviews are being conducted.

## **New Business** (continued on page 4 and 5)

### Automated Library Fund

#### ***Web Based Online Booking Calendar***

Upon motion by John Drukker, seconded by David Kahn and after discussion, it was,

**RESOLVED**, that the Board of Trustees of the Great Neck Library authorize an additional sum of \$479 to be paid to E\*Vanced Solutions, a web based online calendar, registration management, and room booking software to be charged to the Automated Library fund.

VOTE: Yes – 7 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer, Weidman)  
*MOTION CARRIED UNANIMOUSLY.*

#### ***Zoom Text***

Upon motion by David Kahn, seconded by John Drukker and after discussion, it was,

**RESOLVED**, that the Board of Trustees of the Great Neck Library authorize the purchase of Zoom Text at a cost of \$579 to be charged to the Automated Library fund.

VOTE: Yes – 7 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer, Weidman)  
*MOTION CARRIED UNANIMOUSLY.*

### New York Library Association Conference (NYLA)

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

**RESOLVED**, that the Board of Trustees of the Great Neck Library authorize the attendance of two members of the professional staff at the New York Library Association Conference to be held in Rochester, New York, from October 20-23, 2004, at cost not to exceed \$2,206 to be

charged to the Travel/Conference line of the operating budget.

Children's Department Head, Lisa Paulo, is chairperson of this year's NYLA conference. The Board asked that Lisa be congratulated on their behalf.

VOTE: Yes – 7 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer, Weidman)  
*MOTION CARRIED UNANIMOUSLY.*

Upon motion by John Drukker, seconded by Joyce Klein and after discussion, it was,

**RESOLVED**, that the Board of Trustees of the Great Neck Library authorize the attendance of two members of the Board of Trustees at the New York Library Association Conference to be held in Rochester, New York, from October 20-23, 2004, at cost not to exceed \$2,206 to be charged to the Travel/Conference line of the operating budget.

Suggestions came from the public that there should be a separate line in operating budget for trustees' expenses as was recommended by Henry Graber (Auditor). Trustees, who wish to attend this conference, were asked to let the Director know by August 1<sup>st</sup>.

Public Comment: Norman Rutta, Ralene Adler, Marietta DiCamillo

VOTE: Yes – 7 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer, Weidman)  
*MOTION CARRIED UNANIMOUSLY.*

### **Main Building Renovation/Expansion Committee** (Report attached)

William Morrill was elected Chair at a meeting on June 8<sup>th</sup>. A report of the discussion that ensued at that meeting is attached. The consensus of the Building Committee is to hold the referendum at the earliest possible date and they wanted to know how the Board as a whole felt about this. After much discussion, the entire Board came to an agreement that was supportive of the Building Committee's consensus to hold the referendum as soon as possible in view of the rising interest rates.

Public Comment: Frank Marino, Karen Ruben, Norman Rutta, Ralene Adler, Marietta DiCamillo, Jo Ann Farley, Mischa Schwartz, Varda Solomon

### **New Business** (continued from page 3)

#### Site Plan Review

Upon motion by William Morrill, seconded by John Drukker and after discussion, it was,

**RESOLVED**, that the Board of Trustees of the Great Neck Library authorize the President to sign a rider to the Architect's Services Agreement dated October 22, 2003, which allows H2L2 to perform limited "Phase Two" services as outlined in that rider at a cost not to exceed \$46,839 which shall be credited against the compensation established in the Contract, Article 1.5.1(b) if our public referendum passes, or the Main Building fund if the public referendum fails.

VOTE: Yes – 7 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer, Weidman)  
*MOTION CARRIED UNANIMOUSLY.*

### **Correspondence** (Attached)

Ralene Adler to Linda Cohen 5/23/04 and Library's response 6/7/04. Mrs. Adler thanked the Board for addressing the issues that were raised in her letter.

### **Open Time**

Speaking: Ralene Adler, Marietta DiCamillo

### **Adjournment**

Alice Nayer moved that the meeting be adjourned at 10:10 p.m.

Respectfully submitted,

David Kahn  
Secretary