

**GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
Tuesday, June 24, 2003
8:00 p.m.**

A regular meeting of the Board of Trustees of the Great Neck Library was held on **Tuesday, June 24, 2003**, in the Station Branch of the Great Neck Library, 40B Great Neck Road, Great Neck, New York 11021. [Agenda attached.]

The following Trustees were present constituting a quorum:

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

Absent with prior notice: Bette Weidman – Secretary

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

CALL TO ORDER

President Joyce Klein called the meeting to order at 8:04 p.m.

MINUTES

Upon motion by John Drukker, seconded by Linda Cohen, 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 20, 2003 as presented.

VOTE: Yes – 6 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer)
MOTION CARRIED UNANIMOUSLY.

TREASURER'S REPORT – PERSONNEL REPORT

During the month of May 2003, revenue received was \$947,664. Total expenses were \$670,700.

At the close of business, May 31, 2003, total operating fund holdings were \$2,793,443, 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, 2002 balance of \$2,970,980.

Additionally, the balance of the Main Building and Special Services fund was \$1,517,701; the Automated Library fund was \$131,203; the Restricted Gift fund was \$45,399; the Branch and Special Services fund was \$129,870. These funds totaled \$1,824,173 on May 31, 2003. The May 31, 2002 total was \$1,795,242.

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 accept the June 24, 2003, Treasurer's Report with the Personnel Changes of May 16, 2003 through June 19, 2003.

VOTE: Yes – 6 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer)

MOTION CARRIED UNANIMOUSLY.

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 authorize the Treasurer to pay the persons named in the Check Register dated May 16, 2003 through June 18, 2003, Paid-Checks numbered 1059 through 1062 and 27259 through 27329, and To-Be-Paid checks numbered 27330 through 27464, the sums set against their respective names, amounting in the aggregate to \$221,774.41.

VOTE: Yes – 6 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer)

MOTION CARRIED UNANIMOUSLY.

Branch Committee

John Drukker was elected to serve as Chair of the Branch Committee at its first meeting of the year held on June 17, 2003 at the Parkville Branch Library. He reported that the Parkville Branch was busier than ever with various library activities and school assignments. The computers at the Parkville Branch are very popular and youngsters were very frustrated on the length of time it takes to download games. This is being looked into. Compliments were received from users of the Parkville Branch and there is a wonderful relationship with the staff and patrons. The Branch is doing extremely well.

DIRECTOR'S REPORT (attached)

The Board was informed that the Supreme Court upheld the Children's Internet Protection Act (CIPA) despite the Lower Court's ruling that it was unconstitutional. It requires

that every computer in the library must be filtered. Failure to comply would result in the loss of E-Rate funding, which is approximately \$18,000 for the Great Neck Library. The Policy/Bylaws Committee will be meeting over the summer to address this issue.

A new history book, The Ultimate Great Neck by Marcelle Fischler, was published. Staff members Leila Mattson (Head of Reference) and Risha Rosner (Local History Librarian) were acknowledged in the book, but there was no mention of the Great Neck Library although the author spent considerable time using the Library's facilities and archival collection to gather information for her book. A letter was written to the publisher/author addressing this situation and requesting that future printing of the book includes an acknowledgement to the Great Neck Library and that copies of the book be given to the Library for its archival collection.

Public Comment: Ralene Adler, Jo Ann Farley

NEW BUSINESS

Excess Old Equipment

Upon motion by Linda Cohen, seconded by David Kahn, 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.

VOTE: Yes – 6 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer)
MOTION CARRIED UNANIMOUSLY.

New York Library Association Conference

Upon motion by David Kahn, seconded by Linda Cohen, and after discussion it was,

RESOLVED, that the Board of Trustees of the Great Neck Library authorize the attendance of three members of the professional staff at the New York Library Association Conference to be held in Saratoga, New York, from November 5 – 8, 2003 at a cost not to exceed \$2,781 to be charged to the Travel/Conference line of the Operating Budget.

VOTE: Yes – 6 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer)
MOTION CARRIED UNANIMOUSLY.

Board Policy Manual Changes

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 adopt the revisions to Section 400-20 and the insertion of Section 400-25 to the Board Policy Manual as presented;

and further,

That the Board of Trustees of the Great Neck Library authorize the Treasurer to instruct the Library's banks to accept intra-bank only transfers from either the Director or the Business Manager.

Public Comment: Ralene Adler

VOTE: Yes – 6 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer)
MOTION CARRIED UNANIMOUSLY.

Legal Services Retainer

Upon motion by John Drukker, seconded by Alice Nayer, and after discussion it was,

RESOLVED, that the Board of Trustees of the Great Neck Library approve the Legal Services Retainer Agreement with Behrens, Loew and Cullen at an annual fee of \$3,500 and an hourly rate of \$160 to be charged to the Legal Fees line of the Operating Budget.

VOTE: Yes – 6 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer)
MOTION CARRIED UNANIMOUSLY.

Filing Fees

Upon motion by Linda Cohen, seconded by David Kahn, and after discussion it was,

RESOLVED, that the Board of Trustees of the Great Neck Library authorize the payment of appropriate filing fees to the Town of North Hempstead to come from the Main Library and Special Services fund.

Public Comment: Ralene Adler

VOTE: Yes – 6 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer)
MOTION CARRIED UNANIMOUSLY.

Transfer of Funds

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 amend the resolution made at its May 20, 2003 meeting regarding the authorization of transfer of funds from the Branch and Special Services Fund. The Board authorizes the transfer of \$20,000 from each of the following funds: Main Building & Special Services Fund, Branch & Special Services Fund, and the Automated Library Fund to cover increased costs to the New York State Retirement Fund.

Public Comment: Ralene Adler

VOTE: Yes – 6 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer)
MOTION CARRIED UNANIMOUSLY.

Environmental Consultant

Upon motion by John Drukker, seconded by Linda Cohen, and after discussion it was,

RESOLVED, that the Board of Trustees of the Great Neck Library retain the services of Fruedenthal & Elkowitz Consulting Group to provide environmental consulting services related to the Main Building Renovation/Expansion project as outlined in their proposal dated June 24, 2003, to be charged to the Main Building & Special Services Fund.

VOTE: Yes – 6 (Cohen, Drukker, Kahn, Klein, Morrill, Nayer)
MOTION CARRIED UNANIMOUSLY.

CORRESPONDENCE [attached]

Richard Silberman was not present to speak to his letter of May 12, 2003.

OPEN TIME

Speaking: Ralene Adler, Jay Confino, JoAnn Farley

ADJOURNMENT

Linda Cohen moved that the meeting be adjourned at 9:00 p.m.

Respectfully submitted,

Arlene Nevens

Secretary Pro Tempore