

Approved 9/13/01

**GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
Tuesday, June 26, 2001
8:00 p.m.**

A meeting of the Board of Trustees of the Great Neck Library was held on **Tuesday, June 26, 2001**, at the Parkville Branch of the Great Neck Library, 10 Campbell Street, New Hyde Park, NY 11040. [Agenda attached.]

The following Trustees were present constituting a quorum:

Bette Weidman – President
Joyce Klein – Vice President
Don Stern – Treasurer
Elayne Bernstein – Assistant Treasurer
John Drukker – Assistant Treasurer
Linda Cohen

Absent with prior notice: Catherine Moore – Secretary

Also present: Arlene Nevens – Interim Library Director
Neil Zitofsky – Business Manager

CALL TO ORDER

President Bette Weidman called the meeting to order at 7:30 p.m. On a motion by Elayne Bernstein and seconded by Linda Cohen, and unanimously approved, the Board went into Executive Session to discuss personnel matters. Joyce Klein moved that the Board reconvened to open session at 8:05 p.m.

PRESENTATION

The Library Board of Trustees thanked Trustee Don Stern for his service to the community and the Library [January 2000 – June 2001], and wished him well in his future endeavors. He was presented with a Certificate of Appreciation.

Public Comment: Marietta DiCamillo, Ralene Adler

MINUTES

Upon a motion by Elayne Bernstein, seconded by Linda Cohen, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library approve the Minutes of the meeting of May 15, 2001, as presented.

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
Motion Carried Unanimously

TREASURER'S REPORT – PERSONNEL REPORT

Director's Search Expenses

Upon a motion by Don Stern, seconded by Joyce Klein, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library, authorize the reimbursement of the travel expenses for Library Director candidates: coach airfare, airport transfers, meals and hotel room of those candidates traveling over one hundred (100) miles (automobile travel at 34.5 cents per mile), to be paid from the Recruitment line of the budget.

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
Motion Carried Unanimously

Treasurer's Report/Personnel Changes

During the month of May, 2001, revenue received was \$911,296. Total expenses were \$571,927.

At the close of business, May 31, 2001, total operating fund holdings were \$3,350,016, 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, 2000, balance of \$3,197,535.

Additionally, the balance of the Main Building and Special Services fund was \$1,123,912; the Automated Library fund was \$127,249; the Restricted Gift fund was \$43,773; the Branch and Special Services fund was \$121,862. These funds totaled \$1,416,796 on May 31, 2001. The May 31, 2000, total was \$1,446,140.

Upon a motion by Don Stern, seconded by Joyce Klein, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library, accept the June 26, 2001, Treasurer's Report with the Personnel Changes of May 16, 2001, through June 26, 2001 as amended.

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
Motion Carried Unanimously

Upon a motion by Don Stern, 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 11, 2001, through June 19, 2001, Paid-Checks numbered 22403 through 22499, and To-Be-Paid Checks numbered 22500 through 22605, the sums set against their respective names, amounting in the aggregate to \$252,508.70.

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
Motion Carried Unanimously

Budget Line Transfer

Upon a motion by Don Stern, seconded by Linda Cohen, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library, authorize the operating budget line-item transfers as detailed in the 2001 Budget Reallocation Worksheet dated

June 26, 2001, a copy of which is to be appended to the Minutes of this meeting, as well as to the copy of the 2001 Budget maintained on file for the public at Main and the branches.

Public Comment: Marianna Wohlgemuth, Marietta DiCamillo

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
Motion Carried Unanimously

REPORTS

Director's Report (attached hereto)

Kathleen Cotter, who was honored as one of the Great Neck Plaza's "Star Performer", related her experience as the new Branch Librarian at the Station Branch Library for the past six months.

Public Comment: Ralene Adler

OLD BUSINESS

September Meeting Date Change

Upon a motion by Elayne Bernstein, seconded by Joyce Klein, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library change the date of the regular Board meeting from September 11, 2001, to September 13, 2001.

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
Motion Carried Unanimously

Tax Deferred Annuity Plan (TIAA-CREF)

Upon a motion by John Drukker, seconded by Linda Cohen, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library approve the amendment of the Tax Deferred Annuity Plan effective January 1, 2001, in the form attached hereto and identified as Exhibit 1.

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
Motion Carried Unanimously

Upon a motion by John Drukker, seconded by Joyce Klein, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library approve that the officers of the Great Neck Library be, and each of them hereby is, authorized and directed to take such further action as may be necessary or advisable to effectuate the foregoing resolution.

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
Motion Carried Unanimously

Summer Operations (Personnel & Warrants)

Upon a motion by Joyce Klein, seconded by Elayne Bernstein, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library authorize the Director to fill vacancies for existing positions in accordance with standard practices and that the President, Treasurer and Assistant Treasurers be authorized to sign checks in payment of operating expenses due from this date until the next regular Board meeting (scheduled for September 13, 2001) as approved for payment by the Director and the Business Manager. Such expenses shall have been incurred in accordance with established policies and procedures.

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
Motion Carried Unanimously

Automated Library Fund

Upon a motion by Linda Cohen, seconded by Don Stern, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library authorize the transfer of \$50,000 from the Unappropriated General Fund Balance to the Automated Library Fund.

Public Comment: Marianna Wohlgemuth, Mayor Daniel Nachmanoff, Ralene Adler, Marietta DiCamillo

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
motion carried unanimously

Main Building & Special Services Fund

Upon a motion by Elayne Bernstein, seconded by Linda Cohen, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library approve the transfer of \$325,000 from the Unappropriated General Fund Balance to the Main Building and Special Services Fund.

Public Comment: Murray Wallach, Ralene Adler, unidentified gentleman #1, unidentified gentleman #2, Marietta DiCamillo.

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
Motion Carried Unanimously

New York Library Association Conference

Upon a motion by Linda Cohen, seconded by Elayne Bernstein, 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 Albany, New York, from October 17 – 20, 2001, at a cost not to exceed \$1,670, to be charged to the Travel/Conference line of the operating budget.

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
Motion Carried Unanimously

NEW BUSINESS

Election of Treasurer

Upon a motion by Bette Weidman, seconded by Joyce Klein, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library, appoint John Drukker as Treasurer to fill the office vacated by Don Stern until January 2002.

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
Motion Carried Unanimously

Election of Asst. Treasurer

Upon a motion by Bette Weidman, seconded by Joyce Klein, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library, appoint Linda Cohen as Assistant Treasurer to fill the office vacated by John Drukker until January 2002.

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
Motion Carried Unanimously

Appointment to Board of Trustees

Upon a motion by Don Stern, seconded by Joyce Klein, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library, appoint William Morrill to the Board of Trustees to fill the seat vacated by Trustee Don Stern until January 2002.

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
Motion Carried Unanimously

Administrative Re-Organization

Upon a motion by Elayne Bernstein, seconded by Linda Cohen, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library, establish the position of Assistant Director.

Public Comment: Ralene Adler, Unidentified gentleman #1, Mayor Daniel Nachmanoff, Stanley Romaine, Marianna Wohlgemuth, Karen Rubin, Marietta DiCamillo, JoAnn Farley, Unidentified lady.

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
Motion Carried Unanimously

Upon a motion by Bette Weidman, seconded by Don Stern, and after discussion, it was, **RESOLVED**, that the Board of Trustees of the Great Neck Library appoint Arlene Nevens as Assistant Director.

VOTE: Yes – 6 (Bernstein, Cohen, Drukker, Klein, Stern, Weidman)
Motion Carried Unanimously

CORRESPONDENCE

Murray Wallach, Marianna Wohlgemuth, Ralene Adler, and Marietta DiCamillo spoke to their letters [attached].

Margaret Bresnick, Judith Berk, Mary F. Peckerman, Stanley Peckerman, and Florence Gertler were not present to speak to their letters [attached].

OPEN TIME

Speaking were: JoAnn Farley, Murray Wallach, Unidentified gentleman #1, Ralene Adler, Marietta DiCamillo, Stanley Romaine, Marianna Wohlgemuth.

ADJOURNMENT

Upon a motion by Bette Weidman, and seconded by Elayne Bernstein, the meeting was adjourned at 10:15 p.m.

Respectfully submitted,

Arlene Nevens
Secretary, Pro Tempore