

**GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
Tuesday, October 20, 2009, at 8:00 p.m.**

A regular meeting of the Great Neck Library Board of Trustees was held on Tuesday, October 20, 2009, 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:

Martin Sokol – President
Andrew Greene – Vice President
Janet Eshaghoff – Secretary [left at 9:15 p.m.]
Marietta DiCamillo – Treasurer
Anna Kaplan – Assistant Treasurer
Varda Solomon – Assistant Treasurer
Josie Pizer

Also present:

Jane B. Marino – Director
Laura Weir – Assistant Director
Neil Zitofsky – Business Manager

CALL TO ORDER

The meeting was called to order at 8:08 p.m. by President Sokol. He welcomed and thanked everyone for exhibiting interest in coming.

MINUTES

Upon motion by Janet Eshaghoff, seconded by Marietta DiCamillo and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve the Minutes of the regular meeting of September 23, 2009, as presented.

VOTE: Yes – 7 (DiCamillo, Eshaghoff, Greene, Kaplan, Pizer, Sokol, Solomon)
MOTION CARRIED UNANIMOUSLY

TREASURER'S REPORT – PERSONNEL REPORT

During the month of September 2009, revenue received was \$23,765. Total expenses were \$690,316

At the close of business, September 30, 2009, total operating fund holdings were \$2,953,408. Of these funds, \$1,291,064 was on deposit at HSBC, \$747,869 was on deposit at Chase Bank, and

\$2,780 was on hand in Petty Cash funds at Main and the Branches. This compares to a September 30, 2008, balance of \$1,817,556.

Additionally, the cash balance of the Main Building and Special Services fund was \$1,481,979; the Automated Library fund was \$60,757; the Restricted Gift fund was \$375,271; the Branch and Special Services fund was \$1,076. These funds totaled \$1,919,082 on September 30, 2009. The September 30, 2008, total was \$2,264,776.

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

RESOLVED, that the Great Neck Library Board of Trustees accept the October 20, 2009, Treasurer's Report with the Personnel Changes of June 11, 2009, through September 18, 2009.

VOTE: Yes – 7 (DiCamillo, Eshaghoff, Greene, Kaplan, Pizer, Sokol, Solomon)
MOTION CARRIED UNANIMOUSLY

Warrants

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 authorize the Treasurer, who has reviewed all checks and supporting documentation, to pay the persons named in the Warrant dated September 19, 2009, through October 16, 2009, Paid Checks numbered 0027677 through 0027684, 0027726 through 0027732, 1073, and 39754 through 39774, and To-Be-Paid Checks numbered 39775 through 39880, the sums set against their respective names, amounting in the aggregate to \$787,505.04.

VOTE: Yes – 7 (DiCamillo, Eshaghoff, Greene, Kaplan, Pizer, Sokol, Solomon)
MOTION CARRIED UNANIMOUSLY

Payroll Warrants

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

RESOLVED, that the Great Neck Library Board of Trustees accept the Payroll Warrants for pay dates September 10 and September 24, 2009, which have been reviewed by the Treasurer, in the amounts of \$171,615.66 and \$176,974.59 respectively, for a total of \$348,590.25.

VOTE: Yes – 7 (DiCamillo, Eshaghoff, Greene, Kaplan, Pizer, Sokol, Solomon)
MOTION CARRIED UNANIMOUSLY

Personnel Changes

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

RESOLVED, that the Great Neck Library Board of Trustees accept the Personnel Changes of September 19, 2009 through October 16, 2009.

VOTE: Yes – 7 (DiCamillo, Eshaghoff, Greene, Kaplan, Pizer, Sokol, Solomon)
MOTION CARRIED UNANIMOUSLY

Restricted Funds Expenditure

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

RESOLVED, that the Great Neck Library Board of Trustees authorize that the Parkville Branch book drop, purchased from American Book Returns at a total cost of \$3,538, be charged to the Branch and Special Services fund.

Public Comment: Marianna Wohlgemuth

VOTE: Yes – 7 (DiCamillo, Eshaghoff, Greene, Kaplan, Pizer, Sokol, Solomon)
MOTION CARRIED UNANIMOUSLY

OPEN TIME

Station Branch

There was a very large representation from the Station Branch community present at tonight's meeting to express their concern regarding the future of the Station Branch. President Sokol asked, if it were agreeable to the rest of the Trustees, that the agenda be rearranged to have "Open Time" at this juncture to allow these residents to express themselves and not having to wait around if they do not wish. Trustee Pizer requested and the Trustees agreed that if the agenda is arranged, that this portion be completed by 9:30 p.m. because the Board has a lot of business to conduct tonight.

Trustee Eshaghoff, Chair of the Branch Committee, provided a background on this issue. The Business Manager had reported that the lease for the Station Branch was coming up for renewal. It was her understanding through the attorney that the landlord was not willing to negotiate. He wanted the new lease, which had some escalator clauses, to be signed. Being a realtor herself (she does not do commercial real estate), she knows that the commercial rate has come down and there are many vacancies. This was brought up at one of the meetings and she checked the MLS listing to see what was available. There were a couple listings and this was brought to the

attention of the Library Director. The broker was then contacted, and the Committee along with the Director did a site visit to this space at 158 Middle Neck Road, near to Rite Aide and across from Kensington Gate in Great Neck Estates. This space has 2,500 sq ft upstairs and 900 sq ft in the basement with parking facility and the rent is half of the rent at Station. There are issues there but the broker appeared willing to work with us.

The present branch space which is 2,200 sq ft is a triangle, is awkward, does not have a basement and enough storage, and costs close to \$10,000 per month. There is no parking in front of the building and the parking lot is busy and not safe.

Unfortunately, there was a lot of rumors and misinformation. She assured everyone that no decision has been made but at least there is an alternative. There were no quiet negotiations to close one and open the other. It was all done in front of the public and transparent. Things moved quickly as there are not that many alternatives and the landlord was aggressive and wanted to make a deal.

She recently became aware, through the efforts of the Mayor of Great Neck Plaza, that the landlord might now be willing to negotiate and that there might be more space in the Shopping Center. There must be some major reduction in rent to remain in the present space. But if there is no major reduction and the public wants the branch to stay where it is, at the very least the public should know.

Pam Marksheid, representing the group of residents from the Plaza, introduced herself as a trustee of the Village of Great Neck Plaza and President of her Condo Association located within walking distance of the Station Branch Library. She submitted to the Trustees a letter from the Board of Trustees and the Mayor of the Village of Great Neck Plaza which she read. [The text of the letter is below]

Dear Trustees of the Library Board:

As you know, the Station Branch of the Great Neck Library at 40B Great Neck Road in the Village of Great Neck Plaza has been situated in the same location for approximately 35 years. Over this period of time, it has been and continued to be actively used by many residents of the Great Neck community, including seniors, children, shoppers, and individuals who rely on public transportation. The Village of Great Neck Plaza's mayor and the Board of Trustees, of which I am a member, learned for the first time recently that the Library Board is contemplating moving the Station branch to a new location outside of the Plaza. This information greatly surprised us because we had not heard of such a proposed location before the beginning of this month even though we were well informed about events in the community. After learning this news, we checked the agenda, the agendas of the public meetings Minutes of the library board for the previous year including the months of August and September and found that there was no public announcement or public discussion about this proposed move at all. It also surprised us however because we believe that such a move is both unwise and unwarranted. The mission statement of the Library mandates that the library must provide services that meet the needs of residents of all ages, and provide physical environment that is accessible to all. The Station Branch of the library is uniquely situated to fulfill these objectives. Its current location is very close to public transportation. It is the most densely populated area in the center of the Great Neck community. It is in a large shopping area where there is an abundant free parking and it is within few blocks of two residences for seniors. As a result, the Station Branch is, we believe, the most utilized branch in the library system. Any decision to relocate this branch shall be made only after extensive public discussions of the advantages and disadvantages of such a move. While cost reductions are certainly important objectives, there are other objectives that also need to be considered – most importantly, the accessibility of other potential sites to the

library users. If you have a library that is underutilized, it does not matter how cheap the rent is unfortunately no public discussions have yet taken place on this very important and consequential decision. Furthermore there is no urgent need to hurry this decision. The landlord of the library site in the plaza has publicly stated that he wants to keep the library...and that he is prepared to continue good faith negotiations to do so. The current lease for this space does not expire for another two/three months and the landlord has advised us that he will enter into a six month extension of the current lease on the existing terms and conditions in order to allow further time for negotiations. Accordingly there should not be any undue rush in deciding the location of this branch. There is plenty of time for the board to continue good faith negotiations with the landlord to allow meaningful public input into the determination and to consider all options. This is a very important decision.

The Mayor and the Board of Trustees of the Village of Great Neck Plaza urge this Board to commit here and now to undertake a full open and fair public process to evaluate and to make this decision, not to make any hasty determinations until the process has been completed.

Thank You

From the Mayor and the Board of Trustees

Ms. Markshied also had petitions from residents of the Atria of Great Neck and the Plaza community. She then reported that the Station Branch landlord informed the Plaza Trustees that he would not raise the rent and that nobody was willing to do face to face discussion with him. He would not be negotiating with anyone from the Library Board but he would strictly negotiate with the lawyer. He knows times are bad and he knows that it is expensive but when you are in a shopping center it is a draw. Some people don't drive but they do utilize the branch. The landlord is willing to help to do the basement to make it more accessible. He also offered another space upstairs, the Riviera restaurant that went out of business, as an alternative site. He wants to sit down and work out something. He does not want the library to leave.

She further stated that one of the reasons Great Neck Road was redone is to provide safe access for the seniors crossing the road to go to the Branch. The Plaza community is up in arms about any possible change. One of the Library's concerns is that the parking in the Gardens is somewhat dangerous. She reassured the Board that the landlord and the Village of Great Neck Plaza are working on ways of redoing the drive-in area to make it safer, and she is sure that the landlord is willing to work with them. She encouraged the Board to get all the feedback that they can get but "Station is our branch and that's what we use."

Trustee Pizer thanked Ms. and the Mayor of the Village of Great Neck Plaza for their intervention without which it may not have been possible to have gotten anywhere with the landlord. She wanted everyone in the audience to know that Station is her branch, and if the Riviera is available, that is a much better site than the one the branch presently occupies. It has an elevator and it is a much bigger space.

Pam Marksheid also stated that the landlord is going to remove the glass area of Atria and it will be much easier for people to go up to the library. There will be special drop-off lane and the Village is working very hard with the landlord to make the shopping center safer and accessible.

Trustee DiCamillo thanked everyone for coming and making their presentation. Trustee Solomon on behalf of the Board also thanked Ms. Marksheid for doing a lot of the work that the Board would be doing.

Pam Marksheid said that the branch is the lifeline of many people who live very close to the library and if they were surveyed and it is going to cost them another \$10 or \$20 and not having to move, she thinks they would be willing to do that.

Jerry Schneiderman, Trustee of the Village of Great Neck Plaza then spoke. He acknowledged that when the Trustees heard about this, and they found out by accident, they were totally surprised. The landlord said there was nobody to negotiate so the Village will be happy to provide one of its trustees or attorney to help with the negotiations for the branch to stay within the Plaza.

The atria, which is the glass part in front of building in the shopping center, is coming down and plans were submitted for approval. They were not approved until the Village's safety engineer sat down with various architects to make sure the parking lot was reconfigured for safety – lanes restriped, new signage, pickup and drop-off areas and the sidewalk.

There is a shopper bus in Great Neck funded by a grant from Nassau County which picks up senior citizens in several locations on Mondays and Wednesdays and drops them off at the shopping center. It returns two hours later and takes them back to their pickup point. The Plaza also has flat rate for taxis for seniors and they would not get these amenities if the branch were to be moved to Great Neck Estates.

Phil Raices of Turn Key Real Estate told him that traditionally the rent in a shopping center is doubled that on the street. He understands the basement space is not really usable but the landlord is willing to make it accessible. He asked if any leases have yet been signed and whether there was anybody on the Board who had a friend or relative who had a vested interest in the outcome to which the Trustees all said no.

Trustee Eshaghoff affirmed that ideally the Board would like the branch to stay where it is but the price is too high and the space is too awkward. She understands that the price is doubled in a shopping center but not for such an awkward space, which is not user friendly. For the new site, there were no negotiations, and no lease presented. There was a broker, at the direction of the landlord who said let's make a deal here.

Sarelle Scardino: She is a library patron living here for 20 years, and a teacher. The branch staff is fabulous. She loves the space and it is not awkward. It is her home library and very convenient as she shops in the shopping center. Felt it should stay where it is if at all possible.

Stan Romaine: Urge the Trustees to continue negotiations.

Eric Ross: Although it is a lot of money, and even if there is an increase, the convenience is well worth it.

Deena Lesser: Glad things are working out and this is called inter-municipal cooperation. She thanked the Village of Great Neck Plaza because from what she heard about that landlord, he was not going to negotiate until someone twisted his arm. This came up at an advisory meeting for Project Independence and everyone was horrified of the idea that the library was leaving there. Project Independence is just about to start a pilot project with taxis in limited locations which will bring seniors to the shopping center, and the library is an important component.

Jean Pierce apologized to the people of Great Neck Plaza for her outburst because they were not here last night to know what transpired. At last night's Board meeting it was discussed that if the main building is closed, then books would be stored at the Station Branch. How can books be stored at the Station Branch when she heard that the Station Branch is closing. Ms. Pierce continued that last night the Director said it was untrue; the Station branch was not closing. She does not care to be lied to. The Director corrected her by saying "what you said last night was that the Station Branch was losing its lease and I said no, the Station Branch is not losing its lease its. I have it on tape. I do not lie to the public and I do not lie to you."

Trustee Kaplan, who was a part of the Branch Committee last year, visited the Branch and there were discussions then about what could be done to make that branch bigger because the librarians always said the space is too small. Four trustees went to the basement to see what could be done with it. The basement, as well as the stairs leading to it, was not in good shape. We are not here to do something that is not in the best interest of the public. We are glad that you are here telling us what this branch means to you. And I agree with a lot of you that the use of that branch outweighs the price. This outcry from you brings the landlord to the table to help us negotiate better lease. We are not here trying to take something away from you.

Unidentified Lady: The NYT Real Estate section on Sunday rated Great Neck, as part of the Town of North Hempstead, 46 in the country as a retirement community. If the branch is moved, she cannot walk to get there.

Eric Ross: Will there be any consolidation of different departments? He was told no.

Karen Weisberg said that she heard about the possible closure of the Station Branch. She then called the Mayor of Thomaston and Mayor Jean Celender's office. In both instances they asked her to bring down the notices and letter from the Plaza which she did. She then called Trustee Sokol. She made copies of the letter which she took to the bus stop (Susquehanna and Prospect) this morning where there were Asian kids who were beginning to speak English and their parents who did not speak English. There were Spanish speaking parents there who did not quite understand what she was saying and Afro-American women who really were not certain where Station is. But these are the people who are in walking distance from the branch and if relocated to Great Neck Estates, they would not have any way to get there but to walk.

Tim Lewis, who is a new resident, said that the branch location is convenient for him. He was convinced to move here and as a teacher, the library was in walking distance for children. He asked if there has been research done as to how many people currently walk to the Library and how many could walk to the new location. It would be good to also take a survey as to who can get there versus those who cannot get there. Also \$60,000 is a lot of money but what is the

materiality of that compared to the entire library system and what are our priorities – this question he knows cannot be answered now.

Library Director Jane Marino stated that as part of the discussions and explorations, two very unscientific snapshot surveys of the patrons who come to the station Branch were done. Copies of the results were available in the back of the room. The results showed that two-thirds drive because they go to the shopping center to shop. It is a walkable distance for many people and it is big factor for us in our consideration. As to those who can walk to the new location we know that there are potential walkers but it is hard to survey those people because we don't have a gathering place at which to survey them.

Trustee Sokol invited anyone who is interested to run for trustee on the library board or to get involved in the library.

Trustee Solomon: Thanked all for coming and for the positive contributions in a collaborative spirit. In some cases people were abusive to the Station Branch staff because of what they were hearing.

Unidentified Lady: What does the Board do after hearing us tonight?

Trustee Eshaghoff responded that the ideal situation is either get a better space for the same amount of money or a cheaper price for where we are. She has left a message for Mayor Celender today but she has not yet returned my call, and she will be happy to meet with her.

Gentleman: Library is a community service and if the library is moved, the community is not being served. He asked the Board to think about this before making a major decision to move this library.

Trustee DiCamillo suggested the Board set up a meeting with the landlord of the current space and begin the negotiation process. Trustee Pizer added that there will be a motion but it will entail a formalized negotiating session with trustees from the Plaza as well as the trustees from the Library Board and the landlord. Trustee DiCamillo added that it was a good motion but to include the attorney, the Director and Business Manger.

At this point, before the motion was made, and after airing their concerns to the Board, the residents of the Plaza community left the meeting.

Clarice (from the Atria): Our big concern is staying within the Village and the impression was that you were concerned about the new landlord. The emphasis should be on negotiation.

Subsequently, the following motion was proposed:

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

RESOLVED, that the Great Neck Library Board of Trustees enter into discussions with Mark Kaplan, landlord of the Station Branch Library, and

trustees from Great Neck Plaza, representatives of the Great Neck Library Board of Trustees, Chairperson of the Branch Committee, the Director, Business Manager and the Great Neck Library attorney.

Trustee Pizer brought out that the landlord was making extraordinary demands which did not take into account that these are difficult economic times for everyone especially for commercial real estate. The answer is he just wanted to continue a phenomenal rate of increase in escalated clauses in addition to a rent increase. It is unreasonable!

Norman Rutta: As he recalled, in the past negotiations with landlord were done through the attorney or Business Manager. When he was on the Branch Committee, it was never done without Board approval. He still has not heard that the landlord has given a deal that is different from any other previous deals. He asked if the landlord had made some extraordinary demands out of character with previous leases. He claimed that the landlord is being portrayed = as unreasonable because he is unwilling to come down to the Board's terms. Discussions with the landlord should have happened through the Business Manager or the Attorney and not through an individual trustee. Instead of an unscientific survey, a valid survey should be done. The whole process is flawed.

Barbara Zeller: Part of the Board's responsibility is not only to do what's best for all the residents in terms of library services but to keep the budget in within proper kind of escalation. She knows how hard the Board is working. She thinks the Board is doing due diligence.

VOTE: Yes – 7 (DiCamillo, Eshaghoff, Greene, Kaplan, Pizer, Sokol, Solomon)
MOTION CARRIED UNANIMOUSLY

Trustee Eshaghoff apologized that she had to leave the meeting at this time as there is a situation at home. She left at 9:15 p.m.

OTHER REPORTS

Reports from the Finance Committee, the Assistant Director and the Library Director are attached to these Minutes.

Trustee DCamillo requested that the Director email her the 50-page report on the conference regarding Open Meetings and Trustee Pizer would like a copy also. Trustee DiCamillo asked the Director, as a follow up to an earlier request, to get some clarification from Jackie Thresher, Director of NLS, concerning two items in her July 2009 report. One was about the new state legislation making consolidation of government entities easier and the other was about the pros and cons of convening special meetings of member library trustees to discuss the new state legislation. Trustee Solomon also requested a copy.

Trustee Pizer: Some of the ideas about RFID at the Darien Library were important and seem to save space. The Director said it cost \$750,000. It is a book drop that takes the books on conveyor

belts to the lower level where it scans the books and sorts them. The RFID has no security attached but keeps track of inventory. She will be happy to take another trip to the Darien Library if any trustee is interested to take a look at the Library, which is a LEED certified building and very futuristic – lot of technology and self check-ins. The building has 57,000 sq ft and costs \$24 million. The old building was sold to the Town and the rest of the money was raised through funds. Darien Library is an association library.

Trustee Pizer would like to discuss with the Director ideas in eliminating a number of physical books we have and whether or not that would work.

Public Comment: Ralene Adler:

Building Committee

Trustee Greene gave an oral report that the special Board meetings relating to the main building program are ongoing to exchange ideas. He, along with Trustee Sokol, Mayor Samansky and Dan Hueberger met with Town Supervisor Jon Kaiman yesterday to exchange ideas to resolve the mass of the building, and the parking and safety issues. Also at the meeting was Steve Markowitz, Chair of the Democratic Party, but he did not participate. Kitty Poons also dropped in to see what the meeting was about but she then left. Trustee Greene is optimistic about resolving the parking issue without using the Great Neck Water Pollution Control District property. It was a productive meeting and it moved the project forward towards approval of the zoning issues which is separate and apart from the consensus the Board has to reach regarding which plan they would be choosing.

A zoning counsel has to be retained and there are two written proposals. The Building Committee is recommending that the Board retain the services of Harras Bloom & Archer, LLP, located at 445 Broad Hollow Road in Melville. This firm does not require a retainer fee but will bill at an hourly competitive rate of \$100 - \$235 per hour.

Trustee Pizer asked Trustee Greene to explain the difference between the duties of the zoning counsel and the work that the environmental consultant will be doing. The latter is responsible for doing the SEQRA review to get a letter of non jurisdiction. It is an essential part of the zoning process but it is not the zoning process itself. The zoning process is the presentation to the regulatory authority, which in this case is the Town of North Hempstead, and the following through and the appearing at necessary meetings and either by way of Board of Zoning and Appeals or a waiver - but we are considering waiver. The zoning counsel on the other hand deals with a lot of legal issues.

Trustee DiCamillo commented that last night's meeting was very terrific and a lot of information from the public and she is looking forward to the Minutes with the resident's comments included. She again thanked those who attended and spoke. Regarding the meeting in the Town Supervisor's office, she wanted to know who else was there. She was told Kitty Poons, Steve Markowitz who is chair of the Great Neck Democratic Party. When asked why Mr. Markowitz

was there, she was told that he is of great assistance in getting meetings with Mr. Kaiman and in having Mr. Kaiman reach out to have meetings with members of the public. Trustee DiCamillo requested that the Board be alerted in the future of such meetings to which Trustee Greene said it was an oversight and offered an apology. She also asked for a detailed report of the meeting.

As a point of information, Mayor Samansky clarified that the meeting was called by Mr. Kaiman and not by Steve Markowitz and why Steve Markowitz was there he has no clue. Mr. Markowitz did not participate in the meeting.

She also questioned whether there were only two instead of three proposals obtained. Trustee Greene replied that the Library Director was asked to contact a third attorney, Steve Limmer, but he declined on conflict of interest. He reminded the Board that since this is a professional service, three proposals are not necessary. When asked if the firms were interviewed, he said no but they were hired based on their reputation and their having done a lot of work in the community and from the information they provided. Marietta said it was just standard practice for the board to interview them.

Upon motion by Andrew Greene and seconded by Varda Solomon and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees authorize the President to sign a letter of retention with Harras Bloom & Archer, attorneys at law, for the purposes of representation of the library in zoning matters in connection with the renovation/expansion project and that the terms thereof be essentially consistent with 9/23/09 proposals received from said firm and such funds to be taken from the Main Building and Special Services fund.

Ralene Adler: Based on suggestion that the parking issue will be solved, why hiring zoning counsel. Trustee Greene replied that he will bring all the five variances to the Town in one package.

Rebecca Gilliar: Would like to understand the sequence of hiring an attorney and the meeting at the Town of North Hempstead and where in the sequence does the Board decide to talk to Mr. Kaiman since there are only conceptual ideas. Trustee Greene explained that there was no particular sequence, and that Mr. Kaiman invited the parties into his office to try to resolve things.

Mayor Samansky explained that for the last 15 years he's been trying to work with the Board and relate the issues of the Village of Saddle Rock in connection with a construction or renovation of the library. It was Mr. Kaiman, who several months ago, suggested that the Board reach out to the Village of Saddle Rock which the Board did. Following that, Mr. Kaiman called a meeting providing three possible dates. He was available on the 19th and he went. The Mayor made it clear that he did not attend secret meetings. It was not his meeting, nor the Board's but the Town Supervisor's.

Rebecca Gilliar wanted to know if the Mayor, before he went, knew all the people who would be in attendance. The Mayor replied in the affirmative. Mrs. Gilliar, although familiar with both of the attorneys, particularly Bloom because he did something extraordinary in this community, thinks it is appropriate if he is vetted. It is a responsible process that the Board always goes through with everybody. Trustee Greene responded that there was a vetting; it was not just picking someone. Trustee Greene lives and works in the community and he is an attorney and he speaks with people and his colleagues. The time is right for this and the approval process may take six to eight months and inflation may pick up and it will cost more money to do this the longer we wait.

Trustee Pizer added that she understood her question about process but the attorney said last night that usually his advice is to have the referendum first but in this case we should start resolving some of these issues with the Town and the five different variances we are going to need.

The question was then called and a voted taken.

VOTE: Yes – 6 (DiCamillo, Greene, Kaplan, Pizer, Sokol, Solomon)
MOTION CARRIED UNANIMOUSLY

Shirley Samansky asked if the \$24 million project for Darien Library include land? The Director said that the land was not included. It is for the building alone. The proceeds from sale of the old building went to the new building but they did not have the cost of the land on hand. She also inquired whether the consultants attending last night's meeting are paid a lump sum or by the time they put in. Each case is different. The architect is paid a lump sum as he has a contract for pr-referendum services, Park East is not paid at this point; the engineering firm is hourly; and the bond counsel was not paid anything.

The Mayor agreed with Trustee Greene that hopefully the parking issues will be resolved. But as far as the Village of Saddle Rock is concerned, unless all of the issues are resolved satisfactorily then no issue is resolved.

Museum Passes

Upon motion by Anna Kaplan and seconded by Josie Pizer and after discussion, it was,

RESOLVED, the Great Neck Library Board of Trustees amend Section 700-40 (g) of the Board Policy Manual to change the loan period of Museum Passes from four (4) days to three (3) days.

Director Marino provided some background information for the benefit of the Trustees. The Museum Passes program is on a trial basis going on for three months and as all new programs do, this program runs into a snag. The biggest snag is the inability to circulate the passes to the other branches. The reason is because of the online reservation system. If a pass is reserved for

three days it is blocked out for those three days and if someone reserved it for the next reservable space, it is impossible to get it to the branch on that day. She talked to other libraries to see how they do it. Some split the passes among their branches, others purchase another set of passes for each branch and some have one pick up and drop off location. The latter was tried at first but it did not work for Parkville because they are far away from the Main Library and there were some public complaints. She sat down with the heads of the computer and reference departments and came to the conclusion that the best way around this situation was to buy an additional set of passes and have them housed at Parkville. Station and Lakeville Branch Heads said people are comfortable picking up at Main. In changing the loan period from four days to three days will enable more patrons to use the passes. The Director said our goal is to make passes accessible to most people in the library system as possible.

VOTE: Yes – 6 (DiCamillo, Greene, Kaplan, Pizer, Sokol, Solomon)
MOTION CARRIED UNANIMOUSLY

Discussion continued on purchasing another set of passes for the Parkville location and this was followed by a motion:

Trustee DiCamillo asked if the passes at Parkville were only available to the residents of the New Hyde Park area. She was more comfortable with rotating the passes amongst the other branches instead of housing them at the North and the South because it is not a fair resolution. She would support additional passes. The third option was to buy a third set and split them among the other two branches. The problem with rotating them is the online reservation system. Which has capability of identifying the location where the passes are, but if they are rotated, then staff would have to go into the system each time and change the location. She is more comfortable having a full set at Main and Parkville and splitting a third set between the other two branches. Not comfortable putting resources strictly in one location without putting it into the other two locations and also equalizing the fourth location.

Upon motion by Josie Pizer and seconded by Marietta DiCamillo and after discussion, it was,

RESOLVED, the Great Neck Library Board of Trustees authorize the Director to purchase two more sets of Museum Passes from the Carter Fund for \$3,000 for each set; one set to be located at the Parkville Branch and the other set to be divided between the two smaller branches - Lakeville and Station.

VOTE: Yes – 6 (DiCamillo, Greene, Kaplan, Pizer, Sokol, Solomon)
MOTION CARRIED UNANIMOUSLY

Public Comment: Ralene Adler, Rebecca Gilliar, Marianna Wohlgemuth

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NEW BUSINESS

Snow Removal

Upon motion by Andrew Greene and seconded by Anna Kaplan and after discussion, it was,

RESOLVED, move that the Board of Trustees of the Great Neck Library authorize the award of the snow removal services contract for the season November 1, 2009 through April 30, 2010, to Island Associates, at a cost from \$450 to \$800 per plowing and \$250 per sanding/salting, as per their proposal dated September 30, 2009, to be charged to the Landscaping/Snow Removal budget line.

VOTE: Yes – 6 (DiCamillo, Greene, Kaplan, Pizer, Sokol, Solomon)
MOTION CARRIED UNANIMOUSLY

Foil Denial Appeal

Upon motion by Andrew Greene and seconded by Anna Kaplan and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees deny the appeal of Ralene Adler for access to certain library records as outlined in her letter dated September 15, 2009, and the Library's responses dated September 21 and September 29, 2009.

Trustee DiCamillo stated that it was somewhat useful to have a list of items that were distributed but it would have been more helpful to have an indexing of the type of documents indicating who sent it and to whom. The Law is clear as far as inter and intra-agency records and she cannot say she has enough information in order to vote. Trustee Greene countered that it would be labor intensive and would take away time from the vital functions of the Library. The Director also said she was not comfortable having someone to sit at her computer and go through her emails. Trustee Kaplan stated that the attorney had provided an advice as to what to do and she believes the Trustees should rely on that advice.

Mrs. Adler in responding to the denial of the records she requested stated that the Board continues to deny her information. She is asking for the Board's communications to the architect to develop Plan B and who directed the architect to provide a model only of Plan B. If the Board does not respect opinion issued by the Committee on Open Government, she would be taking the matter further – to the Nassau County Bar Association and the professional associations to which the Trustees belong.

Public Comment: Rebecca Gilliar

VOTE: Yes – 5 (Greene, Kaplan, Pizer, Sokol, Solomon); No – 1 (DiCamillo)
MOTION CARRIED

Excess Equipment

Upon motion by Anna Kaplan and seconded by Andrew Greene and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees declare the items listed on the appended schedule dated October 14, 2009, excessed and authorize the Director to dispose of same in an appropriate manner.

VOTE: Yes – 6 (DiCamillo, Greene, Kaplan, Pizer, Sokol, Solomon)
MOTION CARRIED UNANIMOUSLY

New Meeting Schedule

Trustee Sokol asked if the November 24 Board meeting could be rescheduled. This was not possible and the date of the meeting remains as scheduled.

Trustee Solomon proposed an action meeting and a work session meeting to give the Board the opportunity to talk about the topics to have a comfort level before the actual meeting since one meeting per month is not enough. Since the Board policy dictates how many meetings the Board should have, this would have to be referred to the Policy Committee for discussion. The Director brought out that there is the option at the end of a meeting to call another meeting if so needed.

Environmental Consultant

Upon motion by Josie Pizer and seconded by Andrew Greene and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees authorize the Environmental Consultant Kim Gennaro to proceed with the SEQRA approval process utilizing the assumption of Plan B solely for the purposes of beginning work on the environmental process with the understanding that the Board of Trustees has not and does not now endorse Plan B or any other plan at this time.

Trustee Solomon objected that since this was not on the agenda it might be sending a wrong message to the public. Trustee Kaplan said that the environmental work was approved at last month's meeting but Ms. Gennaro wanted to know when to start her work. Trustee DiCamillo agreed with Trustee Solomon because the message we are hearing from the community is

distrust. Therefore, Trustee Greene withdrew the motion and this will be done as an agenda item at the Special Board meeting on October 29th.

Public Comment: Rebecca Gilliar

Mayor Samansky spoke about unintended consequence. If the referendum were to take place before the plan this would put the Village of Saddle Rock in a quandary if Plan B were used then the Village would be forced to object. The issues including the cost must be resolved first and then choose a plan.

At this point at 10:35 p.m., President Sokol excused himself from the meeting, and Vice President Greene took over as chair.

CORRESPONDENCE

(Copies of these correspondences and the Library's responses are attached to these Minutes)

Debra & Samuel Kramer were not present to seek to their letter of September 10, 2009.

Marianna Wohlgemuth spoke to her letter of September 18, 2009: Parkville won't benefit from \$30 million expansion of Main; cannot participate in children's services at Main. Time to acknowledge the southern end. Childhood center for kids at the southern end of the district; insufficient computers for kids at Parkville. Looking to do something for kids and young adults at Parkville? The Director replied that several months ago she had toured the branch and she had spoken to the School about the possibility of building on to the building or renting us more space but our request was denied. We recognized that the branch is overcrowded. Ms. Wohlgemuth wanted to know to whom the Business Manager had spoken and she was asked if she had a contact there that the Library could use. She said she had no problem with writing letters. Her next step would be to go to the Board of Education. Mayor Samansky inquired if the Director had spoken to Superintendent Dolan. Stan Romaine suggested organizing a petition for the School to give the Library more space. Mayor Samansky suggested that before a petition, Mr. Dolan should be called and engaged in a quiet conversation.

Rebecca Gilliar, in speaking to her letter of October 9, 2009, said that Levels numbers were obtained from Levels. She spent months to accumulate data and asked that the Library update their data. The Director replied that she is not disputing what she said but her averages were misleading. It is not the numbers but it is what you do with the numbers. Using an average of 4 to 5 persons participating in a workshop is only a small portion of what Level does. It implies only 4 kids are in Levels. She defended Levels as a very fine department. It teaches responsibility through the arts and there is a lot of unstructured activities that go on in Levels Mrs. Gilliar responded that workshop is the core of activity. Trustee Pizer said she has a lot of trouble with the numbers and suggested tossing all the numbers and starting over. People are in

and out of the Library and broken counters do not reflect library usage. The numbers are wrong and the way they are used is wrong.

ADJOURNMENT

The meeting was adjourned at 10:52 p.m. on motion by Trustee Greene and seconded by Trustee Kaplan.

Respectfully submitted,

Janet Eshaghoff
Secretary of the Board of Trustees

Attachments to Minutes Below:

Report from the Finance Committee Meeting October 15, 2009 Multi-Purpose Room

In Attendance: Marietta DiCamillo, Treasurer; Varda Solomon, Assistant Treasurer; Anna Kaplan, Assistant Treasurer.

Also Present: Jane B. Marino, Library Director; Laura L. Weir, Assistant Director; Neil Zitofsky, Business Manager.

The meeting was called to order by Treasurer DiCamillo at 7:35 pm.

Business Manager Neil Zitofsky reported on a meeting that took place on Wednesday, October 14, 2009 between himself, Jane B. Marino, Laura Weir, representing the Library, and Susan Bernstein and Michael Fitzpatrick of ICA Risk Management Consultants.

The purpose of the meeting was to go over the report produced by ICA in which they audited our insurance coverage and made recommendations to the Library based on that audit. These recommendations, on which Neil will follow up, are to investigate with our broker the feasibility and financial implication on the following aspects of our insurance.

Under Property Insurance we will look at raising limits on demolition costs, debris removal and valuable papers; property in transit and outdoor property, such as trees and signs. Ms. Bernstein further stated that we are paying a good rate for overall good coverage on our property insurance and recommended that we reappraise our property, such as our building every three years.

Under General Liability, we will look at raising limits on fire damage to our rented properties and medical expenses. She further recommended investigating raising property in transit coverage in our Commercial Crime policy. Under Inland Marine, she recommended a review of the Library's Fine Arts property to ensure adequate coverage.

We are reviewing our Workers' Comp policy to acquire a lower rate on that coverage. We will also investigate the pollution policies that are available and to see if flood coverage can be extended to the branches.

Neil went on to review the Library's Financial Reports, including the Operating Fund and Bank Balances. Our revenues are at 73.5% and slightly below the expected level of 75% at this time but Neil stated that the Library should be close if not on budget by year end.

He also reviewed appropriations and all aspects are below budgeted levels of 75% with the exception of Administrative expenses of 80.6% which were pushed above budgeted levels with completed appropriations in audit fees and higher than expected costs in Computer supplies.

Prompted by an expenditure out of the Branch Fund that did not have prior board approval, since it was below \$5,000, Treasurer DiCamillo went on to explain that the \$5,000 limit was intended for operating expenses only and that Restricted Funds, with the exception of the Gift Fund which is not public money, need Board Resolution for any action. The Director agreed that such a resolution for the expenditure for the Book Drop would be added to the October Board Meeting Agenda.

Neil then went on to review the items in the Warrant. There being no further discussion items, the members of the committee signed the checks.

The meeting was adjourned at 9:20 pm.

Assistant Director's Report October 2009

Collection Agency

We have begun to utilize the services of Unique Management Services collection agency. On September 14, 2009 Nick Camastro, Circulation Department Head Clerk, created a list of seventy eight patrons with overdue materials or unpaid fines of over \$25. He sent out a final notice to these patrons advising them that their names would be sent to a collection agency if the bill was not paid in 10 days. Twenty six people responded to that notice and returned overdue material or paid for outstanding accounts. A new list was then created and sent to Unique Management to begin the collection process. Eighteen people responded after being contacted by Unique Management. We are in a free three month trial and will continue to access the merits of the service as we proceed.

Great Neck Reads

The first meeting of the Great Neck Reads committee was held on October 1, 2009. We have begun planning for the Spring 2010 event.

Darien Library

Jane Marino and I attended a tour/information session of the new Gold LEED certified Darien Library on Tuesday, October 6, 2009. Among the many impressive sustainable features built into the project are a biofiltration storm water system that filters and retains water in basins under the parking lot. Site irrigation comes from geothermal wells. The same geothermal wells provide for a ground water heating and cooling system. The Darien Library is a "heavy building," made of concrete block and bricks, which helps maintain a comfortable interior environment year round. Stating that the Library was "built for the future," Alan Gray, Assistant Director-Operations, noted the concept of "Main Street" on the first floor, where all new books, DVDs, audiobooks and CDs are arranged, connects the Children's Room to the Café and the Community Room. The Welcome Desk functions as a concierge desk, encouraging visitors to ask questions while offering Reader's Advisory suggestions. The Power Room on the lower level houses 24 public access computers, a tech training center and two "smart" conference rooms. Sustainable, recycled and recyclable materials were used throughout the building. I would recommend that the Library Trustees take a tour of this remarkable library building.

Meetings and Events

I attended the Member Library Directors meeting at NLS on Wednesday, September 16, 2009.

DIRECTOR'S REPORT
October 20, 2009

Meetings

I attended a very interesting presentation at the Darien Library with Laura Weir during which the attendees met the architect and several members of the building committee, including one trustee and the Assistant Director for Operations who discussed his forward thinking approaches to service to patrons and technology. The resulting building boasts, among other things, an RFID (Radio Frequency Identification) system that includes an automatic return system that connects all book drops to a series of conveyor belts that deliver all books to the technical services department in the lower level, scans them and then drops them into the appropriate bin. It also enables them to post the newly returned books on a monitor for patrons that gives the title of the returned book and how long ago it was returned. They have self-service check-out stations in the main level, although I did see patrons lining up at the welcome desk, thus using it as a circulation desk. In addition to many of the things described by Laura in her report, there is a Young Adult room with a big table with four computers and a very large monitor on the wall the teens use to play Wi and other video games.

I also attended a Nassau Library System Continuing Education workshop on best practices for Board meetings. A panel of Library Directors discussed such issues as Board agendas, financial reports, executive sessions and the Open Meetings Law. I received an interesting handout prepared by one of the panelists, which I'll be glad to share with any Trustee. It is 50 pages long, so please let me know and I will email it to you.

Staff Notes

The first meeting of the Great Neck Reads committee took place in September and we hope to have a book chosen by the end of October. In addition, the Children's Room hopes to have a Great Neck Reads program of their own to coincide with the adult program.

The Computer Department has been developing an intranet system that will enable any department in the Library to post information or news coming from their department that they would like to share with other departments. I have recently posted some of my pictures from the Darien Library trip. Other departments have posted procedure manuals. Most of the staff is not accustomed to using this tool, but I will keep reminding them about it.

Levels will be taking on Shakespeare in their Winter production, putting on a Midsummer Night's Dream. This play will take place the first weekend in December. The Levels kids have also repainted the walls in the snack bar, creating an underwater scene. Take a look, although it may change again. They keep adding things.

Staff Development Day

I have prepared what I hope will be an interesting and exciting day for the staff on November 11, which is set aside as Staff Development Day. We will have a morning speaker whose focus will be communication. In the afternoon, we will have small group break-outs, that will cover such topics as children's books, reader's advisory, technology, databases among others. We hope to have a productive and fun day.