

**GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
TUESDAY, NOVEMBER 17, 2015 AT 8:30 P.M.**

A regular meeting of the Great Neck Library Board of Trustees, preceded by an executive session, was held on Tuesday, November 17, 2015, in the Station Branch of the Great Neck Library, 26 Great Neck Road, Great Neck, NY 11021. [Agenda attached]

The following Trustees were present constituting a quorum:

Marietta DiCamillo – President
Francine Ferrante Krupski – Vice President
Varda Solomon – Secretary
Josie Pizer – Treasurer
Joel Marcus – Assistant Treasurer
Michael Fuller – Assistant Treasurer
Robert Schaufeld - Trustee

Also Present: Kathy Giotsas – Executive Director
Neil Zitofsky – Business Manager

EXECUTIVE SESSION

The Board met in executive session at 7:30 p.m. in the Community Room for a Re-Organization discussion. The Board came out of executive session at 8:30 p.m. No action was taken in executive session.

CALL TO ORDER

The meeting was called to order by President DiCamillo at 8:30 p.m.

MINUTES

Upon motion by Varda Solomon, seconded by Francine Ferrante Krupski and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve the Minutes of the October 27, 2015 Regular Board Meeting as presented.

VOTE: Yes – 7 (DiCamillo, Krupski, Solomon, Pizer, Marcus, Fuller, Schaufeld)
MOTION CARRIED UNANIMOUSLY

TREASURER'S REPORT

Upon motion by Josie Pizer, seconded by Michael Fuller and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees accept the following financial reports which have been reviewed by the Treasurer:

- November 17, 2015, Treasurer's Report;
- Warrant dated October 10, 2015 through November 6, 2015, the sums set against their respective names, amounting in the aggregate to \$1,828,549.47;
- Payroll Warrants for pay dates October 1, October 15, and October 29, 2015, which have been reviewed by the Treasurer, in the amounts of \$135,064.25, \$129,825.32 and \$130,127.59 respectively, for a total of \$395,017.16.

VOTE: Yes – 7 (DiCamillo, Krupski, Solomon, Pizer, Marcus, Fuller, Schaufeld)

MOTION CARRIED UNANIMOUSLY

PAYROLL CHANGES

Personnel changes were deferred until next month.

REPORTS

Branch Committee

Per Trustee Fuller a meeting of the committee was not held in November. He will schedule a meeting for December.

Trustee Fuller gave an update regarding the Station branch. Water damaged ceiling tiles have been replaced and the lights in the staff parking lot are now operating. The roof will be replaced. A letter will be sent to the landlord to ensure the branch be kept as clean and odor free as possible now that Waldbaum's is closing.

Building Advisory Committee (BAC)

President DiCamillo reported that a walk through tour of the Main library occurred in early November. It was quite impressive. A second walk through for the Board and the BAC committee is scheduled on December 20th.

Secretary Varda Solomon requested that the draft of the BAC committee minutes for the November 5th meeting be corrected regarding the high density shelving public area comment as she said the comment, not Trustee Pizer.

President DiCamillo will not be present for the December 3rd BAC meeting and will arrange for someone to chair the meeting in her absence.

The change in the furniture order resulted in a \$2906 increase in the furniture total. This is still within the budgeted amount.

Policy Committee

Trustee Marcus reported that a meeting of the Policy & By Laws Committee was held on November 4th. The committee is still working on the recommendations from the auditor as well as a possible by-law change for the Nominating Committee but must seek attorney advice on this item. President DiCamillo requested the committee prepare a statement of wording for the by-law change.

Programming Committee

Committee Chair Varda Solomon reported that the Programming Committee met on November 3rd.

Text of the Minutes below:

The regular meeting of the Great Neck Library's Programming Committee was called to order November 3rd, at 7:40 pm by Varda Solomon at the Parkville Branch. Jamie Eckartz acted as secretary. Previous meeting's minutes were not provided. All members of the committee except Deidre Goode were present.

Kathy Giotsas reported that Adam Hinz will start Monday in Levels and will be expected to improve programming across all ages. Adam Hinz will work with Courtney Greenblatt and Deidre Goode to ensure positive integration of Levels and youth programs. Kathy Giotsas will meet with him on Monday to plan the coming months; she would like to see Levels expand beyond art and theater. There remains one fulltime vacancy in Levels. Kathy Giotsas will work with Adam Hinz to fill the position.

Varda Solomon opened discussion on 92nd St. Y. Debbie Feldman explained that their published schedule doesn't fit with the Library's schedule. Their Spring schedule has not yet been published. She will stay in touch with Mark Duncan, the Y's representative. Josie Pizer brought up daytime programming and questioned whether it was available to the Library. If programs cannot be accessed, the Y is in jeopardy of losing the contract. Debbie Feldman explained that programs are available on DVD, losing the live aspect of the programs. She also noted that when the Library did a live streaming, no one asked questions. Varda Solomon inquired about the difference in cost. Debbie Feldman explained that there wasn't much of a difference.

Kathy Giotsas suggested TED talks an alternative to the 92nd St. Y. The TED programs received high attendance in wealthy areas in Connecticut. .

Varda Solomon asked Courtney Greenblatt for an update on college prep. Courtney Greenblatt explained that the college admissions program is open for registration and students are signing up. Kathy Giotsas inquired about advertising. Courtney Greenblatt replied it was publicized in the newsletter, press releases, and information was also sent directly to schools. Kathy Giotsas strongly suggested that Courtney Greenblatt go personally to the schools and contact guidance counselors and the PTAs in order to increase interest in the program. Josie Pizer reinforced getting the word out to the schools. Varda Solomon addressed the need to drive down costs by increasing attendance. Courtney Greenblatt explained that the cost of the SAT program is fixed at \$85 per student, no matter what the attendance is. Marietta DiCamillo noted that attendance is waning. Margery Chodosch explained that the numbers dropped when the program moved from Levels to the Young Adult Services. The schools have also started their own programs.

Varda Solomon opened the floor to Human Books. Pamela Levin reported that the program was fabulous for a first time event. The books, which included a transgender adult, a depressed doctor and an Afghani female, were terrific. Margery Chodosch reviewed the evaluations which were complimentary. Kathy Giotsas explained that the staff erred on the side of caution because it was a first time event. Varda Solomon asked if there would be a press release on this unique event. Kathy Giotsas will follow up with the press. All agreed that this should be an annual event.

Varda Solomon moved to future programs. Debbie Feldman introduced Pulse of New York. It is a patient advocate group that will come at no cost to the Library. Kathy Giotsas explained that the Library could use the group to address all ages, not just seniors. Varda Solomon said that she took a course given by them and was very satisfied with the content.

Jonathan Aubrey discussed the program he hosted last week with the author Dr. Sandeep Jauhar from LIJ. The attendance was high and the author is willing return to do a future program when Main reopens.

Debbie Feldman brought up the Publisher Scholars Program. It requires a \$100 application fee and has many topics to choose from. Courtney Greenblatt talked about adult scrap booking, which has potential to draw many. The author of The Macaroni in the Basement has agreed to come and speak. She will sell books in lieu of a fee.

Janet Fine, with the assistance of Shuqian Zhang, introduced the prototype for the new website. After lengthy conversation regarding the content and measuring use, Kathy Giotsas moved to table the conversation and have the content addressed by the Tech Committee. The group agreed.

Kathy Giotsas directed all to the hand out to discuss program evaluation and statistics. The handout outlined attendance, cost, and participation from January to September 2015. Josie Pizer pointed out that the cost did not include librarian costs. Marietta DiCamillo reinforced the need to identify the in-house costs. Kathy Giotsas asked all to look at the attached template for program evaluations. Conversation moved to individual programs. Joel Marcus commented on children's programs. He also inquired if school visits are effective. Margery Chodosch explained that the children come to the Library for a class visit. Kathy Giotsas explained that Deidre Goode reaches out to teachers or they call in. Programs will be better at Main.

Kathy Giotsas noted that the weekly movies are well attended. The Library has two licensing agreements, but costs are higher for the more popular movies. Marietta DiCamillo commented that the Btwixt & Between is not well attended. She questioned if the program should be replaced. Kathy Giotsas informed the committee that the computer classes now being done by an outside company will be replaced with a fixed time when someone from the library will be available to help with individual computer problems.

Courtney Greenblatt proposed teen "tech buddies" as a way to provide help. Kathy Giotsas agreed to talk to Adam Hinz to facilitate with Levels. There could be a community service component for the students involved. Kathy Giotsas shared a past success with Verizon to come and give free lectures. Pamela Levin expressed concern that patrons are taking up a lot of desk time for instructions to use their devices. Overdrive is terrific and available, but patrons do not choose to use it.

Kathy Giotsas said that a tech person will be helpful. Margery Chodosch and Pamela Levin agreed. Kathy Giotsas explained that the Library should start with the teens, which will provide community service and build relationships with Levels and Courtney Greenblatt. Marietta DiCamillo cautioned on using volunteers; must check legal for labor provisions. Kathy Giotsas explained that each teen would be

limited to two hours per week. Pamela Levin was concerned about privacy for patrons' email accounts and passwords. Marietta DiCamillo stated a need to develop a policy. Kathy Giotsas agreed.

The next item on the agenda was program evaluation. The library needs a standardized form to hand out and collect after every program. Debbie Feldman suggested that the personal touch has had success—after a program, ask attendees what they did and did not like—one on one. Jonathan Aubrey suggested asking one question after a program. What do you want to have? A similar question gives the patron a stake in the future.

Marietta DiCamillo asked what programs bring in the most attendance. Answers included movies, New Beginnings Singles, and Socrates Salon. Kathy Giotsas suggested developing a list of topics of programs and ask patrons what they would like. Pamela Levin informed the committee that the Roslyn and Manhasset libraries get good turnout at their programs. Marietta DiCamillo asked why our programs weren't getting equally high attendance. The group explained that Main is closed and that when Main was open, the room and chairs were not good.

Kathy Giotsas agreed to see what other libraries are doing. The Great Neck Library needs to repair its reputation and bring more people into the Library. Marietta DiCamillo suggested tabling evaluation until Main reopens. The group agreed.

Varda Solomon moved onto Children's Winter Break programs. With programs offsite at Temple Emmanuel, Varda Solomon expressed concern for adequate staffing for the programs. The staff is finishing up their vacation time and adequate staffing may require careful scheduling. Kathy said she would take care of it.

Jonathan Aubrey discussed the Chinese New Year program planned for Parkville on January 30th. The committee is meeting monthly and has three Chinese staff members and two Korean patrons. Levels will make the lion's head for the lion dance. Jonathan Aubrey has secured a patron who is a martial arts expert to be part of the program. The program will last three hours and include food, arts and crafts, and dance. Marietta DiCamillo felt strongly that the program will be very popular and expressed concern about space. In the past, the program was moved to Saddle Rock.

Kathy Giotsas described a second event for the end of January/February. The plan is to hire Chinese dancers and have it closer to the north side.

Jonathan Aubrey asked Ruth Klement to help with contacts for the Korean aspect. Jonathan Aubrey is not expecting it to be huge and is planning a busy program, focusing on family.

Varda Solomon moved to schedule a future meeting. The group agreed to January 7th at 7:30pm at Station.

Varda Solomon adjourned the meeting at 9:20pm.

Website/Technology Committee

Trustee Schaufeld reported that the committee will meet tomorrow, November 18th at Station branch

Staff Reports

Executive Director Kathy Giotsas pointed out that the reports are still being reworked for format and more changes to them will be seen next month.

Trustee Pizer stated she has provided Kathy Giotsas with her questions on the reports.

Introduction of Interim Levels Director

President DiCamillo introduced and welcomed Adam Hinz to the Great Neck Library as the Interim Director of Levels.

Public Comment: Naomi Penner

Executive Director's Report

Kathy Giotsas reported that she attended the NYLA conference last month and saw a lot of STEM and Streaming programs. She also visited with vendors supplying RFID, Robotics and other Technology.

Kathy has also been looking into new technology for the children's department such as Krayon Kiosk and AWE products.

LILink is already implemented and Janet Fine has been working hard to put it in place.

Executive Director Giotsas expressed the need for a computer policy for guests to be addressed. She prefers that guests provide identification in order to be able to use the libraries computers. She said she would like to have a review of library policy because people are looking at inappropriate sites. President DiCamillo asked that Trustee Marcus and the Policy Committee look into this.

Secretary Varda Solomon asked Kathy to tell the board about the Human Library program. Kathy Giotsas reported that the event went very well. Press was minimal due to the sensitive nature of the book topics and patrons who attended gave positive feedback on the program.

Text of the Executive Director's written report dated November 13, 2015 below:

Administration

In the month of October, I attended the New York Library Association Conference. The main purpose for attending the meeting was to see what New York libraries are doing and comparing our services as well as meet all vendors at once to bring new and improved services to the Great Neck Library. The following are sessions and vendor I saw:

- LittleBits – robotics kits for programs to engage the Juniors Levels
- EnvisionWare – RFID for libraries and integration of all its capabilities into the library to better serve the community
- NY Internal Revenue Service – Providing tax return services in the library to low-income and seniors free of charge.

- Streaming Video – for smart TV's and/or computers/tablets
- STEM & STREAM – How it is being used in libraries. It is more than just a 3D
 - Microscope and Telescope
 - Video animation
 - Sewing
 - 3D Printer
 - Snap Circuits and Little Bits
 - iPad minis with apps
 - 3Doodler 3d pen
 - Robotics
 - Stop Motion Photography

These are just a few of the many things I saw that libraries were using to engage the youth of their community.

- Foreign language resources
- How to become the Mover and Shaker in the library community. This program was presented by Library Journal, **Editorial Director**, Rebecca Miller who is also a Great Neck resident. Ms. Miller is a strong supporter of the library and its services.

As the new Executive Director of Great Neck, attending the conference was a great opportunity to accomplish a lot of things in a short period of time but for next year I suggest we rotate Department Head to attend the conference.

In October, we also had Meet the Candidates Night as well as the Annual Board Elections. I was a great opportunity to meet some of the community and introduce myself. Everything ran smoothly without a problem.

The Reorganization Plan was completed and presented to the Board of Trustees and feedback will be given at the November Board meeting. The staff is excited and nervous about the reorganization and I have tried to put their minds to ease. The Reorganization will help us function better as an organization. I have also set up monthly meetings with the CBA president to ensure that any issues are addressed quickly.

I had a meeting with Dr. Teresa Prendergast to discuss working together to meet the needs of the community. She indicated a need for library services in Great Neck South High School and more STEM (Robotics) programs. As we go forward we are looking for more ways to partner to improve the services to the community.

Technology

We have been looking at technology for the Children's Department for educational purposes. We have been looking at AWE and the Crayola stations.

We are also looking to bring in Streaming video which we hope to get implemented by the beginning of the New Year. I have already tested it and we will be meeting the vendor to discuss pricing. They do not have many of the latest videos but they do have classics and made for TV family movies.

We hope to have an RFP for an Information Technology Consultant to assist us in a Five Year Technology Plan in a couple of months.

We have finished implementing LILink. Janet Fine has been working hard to insure that the process was seamless. We were also able to include training at staff development day.

Personnel

We are still conducting interviews for the Interim Assistant Director and are planning to repost the position on ALA JobList. We have not received sufficient applicants with strong management experience.

Adam Hinz starts working at Great Neck Library as Interim Levels Director on November 9th. He will be working on a plan to develop more new and exciting programs to compliment what we already have in levels. We expect to incorporate more technology into the program.

Community Outreach

In October I had the opportunity of being interviewed by Shirley Bruno from PATV. We discussed the library renovations, Levels and the new exiting things we will be doing at the library going forward. She is also open to working with us on projects.

I also attended the Light House Boat Trip with the Great Neck Historical Society. Once we get into the main building I do think it is important that we develop our Great Neck Historical Collection further. It is also a great opportunity for us to develop a genealogy collection. We can then develop programs around the content of the collection (ex. Lighthouses of the North East, First settlers of the Island, etc.)

As I spend more time with our patrons and staff I see a tremendous amount of support for the library from the community.

Building Maintenance

An update on the Station Branch Building:

- Leaks in the ceiling – they will be replacing the roof on the library in the next several weeks
- Window are dirty – No progress
- Lights are out in the staff parking lot – have been replaced
- The floors are dirty – have not been cleaned

A letter was sent by Atty. Fishbein. I will contact the Attorney again to send out another letter. Walbaums is leaving and as they are cleaning there are days it smells quite a bit and other days it is fine.

OLD BUSINESS

None

NEW BUSINESS

Installation of a Control Room and Vestibule in Levels

Upon motion by Joel Marcus, seconded by Robert Schaufeld, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve the Change Order Request number 29-R2 in accordance with Procedures for Approval for Construction Contracts approved by the Great Neck Library Board of Trustees on May 20, 2014, and amended March 24, 2015, for a control room and vestibule in Levels as submitted by VRD, in the amount of \$12,651.00; such funds to be taken from the contingency line in the construction budget.

VOTE: Yes – 7 (DiCamillo, Krupski, Solomon, Pizer, Marcus, Fuller, Schaufeld)
MOTION CARRIED UNANIMOUSLY

Infill Floor at Levels Room 025 (ASK-14A)

Upon motion by Michael Fuller, seconded by Joel Marcus, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve the Change Order Request number 32 in accordance with Procedures for Approval for Construction Contracts approved by the Great Neck Library Board of Trustees on May 20, 2014, and amended March 24, 2015, for the infill floor @ Levels room 025 (ASK-14A) as submitted by VRD, in the amount of \$2,693.00; such funds to be taken from the contingency line in the construction budget.

VOTE: Yes – 7 (DiCamillo, Krupski, Solomon, Pizer, Marcus, Fuller, Schaufeld)
MOTION CARRIED UNANIMOUSLY

Wall Type F1 and Lamination of Walls at Level Room

Upon motion by Francine Ferrante Krupski, seconded by Michael Fuller, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve the Change Order Request number 39 in accordance with Procedures for Approval for Construction Contracts approved by the Great Neck Library Board of Trustees on May 20, 2014, and amended March 24, 2015, for installation of wall Type F1 and lamination of walls at Levels room as submitted by VRD, in the amount of \$17,064.09; such funds to be taken from the contingency line in the construction budget.

VOTE: Yes – 7 (DiCamillo, Krupski, Solomon, Pizer, Marcus, Fuller, Schaufeld)
MOTION CARRIED UNANIMOUSLY

Lamination of Exist and Wall along side of Elevator Machine & Mechanical Rooms

Upon motion by Robert Schaufeld, seconded by Varda Solomon, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve the Change Order Request number 42 in accordance with Procedures for Approval for Construction Contracts approved by the Great Neck Library Board of Trustees on May 20, 2014, and amended March 24, 2015, for lamination of existing wall along side of elevator machine and mechanical rooms as submitted

by VRD, in the amount of \$1,267.86; such funds to be taken from the contingency line in the construction budget.

VOTE: Yes – 7 (DiCamillo, Krupski, Solomon, Pizer, Marcus, Fuller, Schaufeld)

MOTION CARRIED UNANIMOUSLY

Paint Sprinkler Piping Under Mezzanine

Upon motion by Varda Solomon, seconded by Francine Ferrante Krupski, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve the Change Order Request number 44 in accordance with Procedures for Approval for Construction Contracts approved by the Great Neck Library Board of Trustees on May 20, 2014, and amended March 24, 2015, for painting sprinkler piping under mezzanine as submitted by VRD, in the amount of \$6,283.19; such funds to be taken from the contingency line in the construction budget.

VOTE: Yes – 7 (DiCamillo, Krupski, Solomon, Pizer, Marcus, Fuller, Schaufeld)

MOTION CARRIED UNANIMOUSLY

Snow Removal Contract

A motion was made by Josie Pizer and seconded by Robert Schaufeld,

That the Great Neck Library Board of Trustees authorize the renewal of the snow removal contract for the season November 1, 2015 through April 30, 2016 with EPG Construction Corp at a base price of \$2,500, plus \$150 per sanding of accumulations under two (2) inches, and snowplow charges for accumulation over eight (8) inches as per the attached contract, to be charged to the Landscaping / Snow Removal budget line.

Trustee Pizer requested last year's expenditures for snow removal. Business Manager Neil Zitofsky left the room to gather those numbers.

Upon motion by Francine Ferrante Krupski and seconded by Michael Fuller, the motion was tabled. MOTION TABLED

Upon motion by Francine Ferrante Krupski and seconded by Robert Schaufeld and after discussion, it was,

RESOLVED, that the Board of Trustees take from the table the motion relating to the the snow removal contract for the season November 1, 2015 through April 30, 2016 with EPG Construction Corp.

VOTE: Yes – 7 (DiCamillo, Ferrante Krupski, Solomon, Marcus, Pizer, Schaufeld, Fuller)

MOTION CARRIED UNANIMOUSLY

Policy Manual Revision: Board Committees-First Reading

200-40: Board Committees

Standing Board Committees are formed following the Annual Re-organization Meeting in January, by appointment by the President from volunteer Trustees. The President is a member of all committees. 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. Committees gather information and make recommendations, preferably in writing, to the Board as a whole. A Committee may only act on behalf of the Board pursuant to a Board Resolution made in public session. **All standing committees will meet a minimum of four (4) times a year except for the Nominating Committee which will meet as needed.** In addition to the following standing committees, special committees may be formed as needed: (Rev 6/21/11)

Nominating Committee – Article VII, Section E of the Bylaws states that at the Annual Re-organization Meeting immediately following the Annual Meeting the Board shall elect to the Nominating Committee two persons from the Board or the general membership of the Association to serve for one year or until their successors are elected. No Trustee may serve on the Nominating Committee in the year that such Trustee's term expires. Any Board elected member of the Nominating Committee who seeks or shall accept nomination to the Board of Trustees or Nominating Committee shall be deemed to have resigned from or vacated his/her office on the Nominating Committee. The Board President shall advise the chairperson of the Nominating Committee to convene the Committee when required by the Bylaws. (Rev 2/27/01; 1/22/02; 2/26/02; 12/17/02)

Personnel & Salary Negotiations – This Committee shall negotiate with the Staff Association and Department Heads Association for an employment contract, and review other Staff Association and Department Heads Association requests during the year. The Committee is empowered to proceed with negotiations within parameters established by the Board as a whole. If negotiations go beyond a year, the Committee remains the same unless a vacancy occurs. The Committee also negotiates the Director's contract and recommends to the Board other management contracts. (Rev. 10/24/95; 10/23/01; 5/19/11)

Finance Committee – This Committee is composed of the President, the Treasurer, and two Assistant Treasurer(s). See 400-5, Investment Policy, for legal and financial restrictions, meetings, etc. (Rev 5/19/11)

Each of the following standing committees shall be appointed by the President and composed of a chairperson, two members and the current President of the Board: (5/19/11)

Long Range Planning – Long Range Planning is a responsibility of the Board as a whole. The Steering Committee consists of four Trustees who discuss with the Director proposed changes or plans for improvements at the four libraries. If action is required, information is supplied and recommendations made to the entire Board. (5/19/11)

NLS Representative—A representative to NLS should be appointed by the President.

Policy/Bylaws Committee – This Committee reviews the Board’s Policy Manual and presents new or revised policies to be adopted by the Board as a whole. (5/19/11)

Branch Committee – This Committee reviews issues regarding the Branches and make recommendations to the Board as a whole. (5/19/11)

Revised 10/24/95; 10/23/01; 2/26/02; 5/19/11; 6/21/11

Public Comment: Nick Camaastro

Directors and Officers Insurance Renewal

Upon motion by Joel Marcus, seconded by Robert Schaufeld, and after discussion, it was, RESOLVED, that the Great Neck Library Board of Trustees approve the renewal of the Directors and Officers liability insurance policy with Philadelphia Indemnity Insurance Company for a one-year term commencing November 28, 2015, at a cost of \$5,675 as proposed by Edwards and Co., to be charged to the Property/Liability Insurance budget line.

VOTE: Yes – 7 (DiCamillo, Krupski, Solomon, Pizer, Marcus, Fuller, Schaufeld)
MOTION CARRIED UNANIMOUSLY

Budget Surplus Transfer

Upon motion by Michael Fuller, seconded by Josie Pizer, and after discussion, it was, RESOLVED, that the Great Neck Library Board of Trustees authorize the creation of a new Landscaping Fund, as well as the transfer of \$400,000 into such fund; and further, the transfer of \$100,000 into the Automated Library Fund. Such transfers are to come from the 2014-15 budget surplus in the General Fund.

VOTE: Yes – 7 (DiCamillo, Krupski, Solomon, Pizer, Marcus, Fuller, Schaufeld)
MOTION CARRIED UNANIMOUSLY

Public Comment: Naomi Penner

Main Library Furniture Purchase Orders

Upon motion by Varda Solomon, seconded by Francine Ferrante Krupski, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees authorize the Business Manager to issue Purchase Orders totaling \$636,944.26 as per the revised Furniture Specifications and NY State Contract Proposals for Great Neck Library as prepared by Brad Kingsburg of Creative

Library Concepts in coordination with Sue Davidson of KG+D, dated November 17, 2015. Funding is to come from the Main Building and Special Services Fund.

After discussion, the original motion was amended,

RESOLVED, that the Great Neck Library Board of Trustees authorize the Business Manager to issue Purchase Orders totaling \$636,944.26 as per the revised Furniture Specifications and NY State Contract Proposals for Great Neck Library as prepared by Brad Kingsburg of Creative Library Concepts in coordination with Sue Davidson of KG+D, dated November 17, 2015. Funding is to be split with \$256,000 to come from the Construction Fund and the balance from the Main Building and Special Services Fund.

VOTE: Yes – 7 (DiCamillo, Krupski, Solomon, Pizer, Marcus, Fuller, Schaufeld)
MOTION CARRIED UNANIMOUSLY

Public Comment: Naomi Penner

Comment: The Business Manager was asked not to mail the Purchase Orders until Friday as the GNL Board of Trustees requested time to review details of the documents.

OPEN TIME

Speaking: Naomi Penner

DATE OF NEXT MEETING

Regular Board of Trustees Meeting – December 15 at Parkville Branch.

ADJOURNMENT

The meeting was adjourned at 9:20 p.m. on motion by Joel Marcus and seconded by Josie Pizer.

Respectfully submitted,

Varda Solomon
Secretary, Board of Trustees