

Approved 1/24/06

**GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
Tuesday, December 20, 2005 at 8:00 p.m.**

An Executive Session followed by the regular meeting of the Great Neck Library Board of Trustees was held on Tuesday, December 20, 2005, in the Community Room of the Great Neck Library, 159 Bayview Avenue, Great Neck, New York 11023. [Agenda attached]

The following Trustees were present constituting a quorum:

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

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

CALL TO ORDER

President Linda Cohen called the meeting to order at 7:30 p.m., at which time the motion was made for the Board to go into Executive Session to discuss personnel matters. The public meeting began at 8:12 p.m.

MINUTES

Upon motion by Bette Weidman, seconded by David Kahn, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library approve the Minutes of the Regular Meeting of November 22, 2005, as presented.

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

TREASURER’S REPORT – PERSONNEL REPORT

During the month of November 2005, revenue received was \$917,586. Total expenses were \$544,006.

At the close of business, November 30, 2005, total operating fund holdings were \$1,526,584. Of these funds \$1,522,264 was on deposit at HSBC and The Bank of New York, and \$4,320 was on

hand in Petty Cash funds at Main and the Branches. This compares to a November 30, 2004, balance of \$730,990.

Additionally, the balance of the Main Building and Special Services fund was \$867,924; the Automated Library fund was \$56,132; the Restricted Gift fund was \$46,334; the Branch and Special Services fund was \$114,934. These funds totaled \$1,085,324 on October 31, 2005. The November 30, 2004, total was \$1,188,304.

Upon motion by William Morrill, seconded by Joyce Klein, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library accept the December 20, 2005, Treasurer's Report with the Personnel Changes of November 19, 2005, through December 16, 2005.

Public Comments: Donald Aronson

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

Upon motion by William Morrill, seconded by David Kahn, 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 Check Register dated November 19, 2005 through December 16, 2005, Paid Checks numbered 0021739 through 0021743, 0021803 through 0021808, 1162 and 32648 through 32706 and To-Be-Paid Checks numbered 32707 through 32817, the sums set against their respective names, amounting in the aggregate to \$608,901.22.

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

DIRECTOR'S EPORT (attached)

The Director provided the following answers for three questions that were asked by members of the audience at the previous Board meeting. The all-in-one pcs were installed only at Main and not the branches because of a lack of space at Main. The all-in-one pcs cost anywhere between \$700 to \$800 each, more than what it costs the computer department to rebuild a computer. Another disadvantage is that if the keyboard is broken, the entire unit would have to be replaced. Maintenance has checked the squeaky floor at Parkville and has determined that it squeaks from age and that there is no danger to the public. The lease at the Lakeville Branch will expire in May 2007.

The elevator at Main is out of order and hopefully will be fixed by the following day because books were ~~been~~^{being [corrected 1/24/06]} transported via the staircase.

Director Nevens is involved, but is not a member, in the newly established Gold Coast Rotary in Lake Success. They have a book donation project to which the Library donated 16 boxes of books. A very lovely thank you letter was received form them.

President Cohen and Director Nevens attended the New York Times Awards for Librarian of the Year ceremony and reception in New York City. There were pictures available at the meeting for the trustees to see. Assistant Director Laura Weir reported that she attended the reception for Harriett Fargnoli at the Nassau Library System and Harriett received a lovely glass plaque. Trustee Kahn asked that the Minutes include that Harriett Fargnoli's nomination for the New York Times Librarian of the Year Award was a wonderful tribute from a 10 year old [Jonah Klempner].

Rafe Leiber from the Town of North Hempstead, addressing the issue of the Library's newsletter mailing to resident apartment dwellers, indicated that the Town had similar problems. They worked with the Plaza and Villages in Great Neck and incorporated their list into the Town's list and the Library may want to try doing the same thing.

Public Comments: Marianna Wohlgemuth, Rafe Lieber, Jo Ann Farley

OLD BUSINESS

Outdoor Book Drop

Upon motion by Norman Rutta, seconded by Joyce Klein, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library approve the purchase and installation of an outdoor drive-up book drop at a cost not to exceed \$11,000 to be charged to the Main Building and Special Services fund, pending Town approval.

Two book drops, one for books and the other for audio-visual materials, and the concrete slabs for the foundation would cost approximately \$10,500. The Director shared her concerns that placing the book drops in the oval in the parking lot would create a traffic hazard. The Library's insurance company has also expressed its concern about employee transporting materials from the oval to the ramp along Bayview Avenue especially in inclement weather. The Town of North Hempstead was contacted as to whether any permit was necessary. A meeting was set for January 5, 2006 with the Town Supervisor and the Building Commissioner. A lengthy discussion ensued.

Public Comments: Carol Frank, Deborah Rabizadeh, Jay Confino, Varda Solomon, Donald Aronson, Stanley Romaine, Steven Hirsch, Martin Sokol

Upon motion by David Kahn, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library table the motion to purchase and install an outdoor drive-up book drop until the January 24, 2006 Board meeting [at that time the Board would have had the necessary information from the Town of North Hempstead.]

VOTE: Yes – 4 (Kahn, Klein, Nayer, Weidman); No – 3 (Cohen, Morrill, Rutta).
MOTION CARRIED

NEW BUSINESS

Department Heads Staff Association Contract

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

RESOLVED, that the Board of Trustees of the Great Neck Library ratify the Memorandum of Agreement (attached) dated November 22, 2005 between the Great Neck Library and the Great Neck Library Department Heads Association.

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

Administrative Staff Contract

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

RESOLVED, that the Board of Trustees of the Great Neck Library approve the reappointment of Roslyn Gill as Staff Accountant, Marjorie Malcolm as Administrative Assistant, Neil Zitofsky as Business Manager and Laura Weir as Assistant Director, and authorize and direct the President to execute Letters of Employment between the Board of Trustees and above mentioned individuals for a four-year period, January 1, 2006 through December 31, 2009, with salary increases as outlined in the attached document.

Public Comments: Marianna Wohlgemuth, Marietta DiCamillo, Unidentified Lady

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

Page Salaries

Upon motion by Bette Weidman, seconded by David Kahn, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library approve the attached Page Salary Schedule dated December 20, 2005, with an effective date of January 1, 2006.

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

Reading History

There have been frequent requests from our patrons that they would like to go back and view what they have read. With the latest update to our online catalog, this feature is now available whereby the patron can activate an “opt in” command. If this option was selected and a patron’s record was subpoenaed, according to the USA Patriot Act, such records would have to be released to law enforcement officers. The Great Neck Library has long protected the confidentiality of its records, including circulation. The “opt in” enhancement could be turned on with a disclaimer. This item will be placed on the January 24, 2006 meeting for an official vote.

Public Comments: Jay Confino, Dan Nachmanoff, Donald Aronson, Steven Hirsch, Carol Frank, Emanuel Kline

Proposed Bylaw Changes: re Election

David Kahn, Chair of the Policy/Bylaws Committee reported on the recommendations of the Policy Committee Meeting of December 13, 2005 as follows:

- **Using the Nassau County Board of Election list of eligible voters** would disenfranchise persons who are not registered voters or those who are not citizens, although individuals in both these groups may pay taxes for the Library.
- **Using the Nassau County Board of Election list and/or having a library card** would include most residents. The Committee voted 3-1 to propose this to the Board as the rule to be adopted.
- **Using residency in the Library district as the sole criterion** would be the most inclusive form of eligibility but could not be administered as it would be difficult to create voting rolls.
- **Requiring a library card** is the present rule but the Committee voted 3-1 against retaining it.

An informal discussion followed and the consensus of the Board was to place it on the agenda of the January 24, 2006 meeting for a formal vote and if carried, it will be referred to Counsel to draft specific language. If this were to be in place for the October 2006 election, the Board would have to call a Special Meeting of the Association to vote on this proposal.

Public Comments: Jo Ann Farley, Karen Rubin, Emanuel Kline, Marianna Wohlgemuth, Steven Hirsch

Main Building Renovation/Expansion

Upon motion by Linda Cohen, seconded by Alice Nayer, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library authorize the expenditure of \$3,000 to H2L2 for services as described in their proposal dated November 21, 2005 (attached) to be charged to the Main Building and Special Services fund.

Public Comments: Unidentified Lady, Karen Rubin, Ada Haas Berkowitz, Emanuel Kline, Stanley Romaine, Jay Confino

VOTE: Yes – 6 (Cohen, Kahn, Klein, Morrill, Nayer, Weidman); No – 1 (Rutta)
MOTION CARRIED.

CORRESPONDENCE

Ada Hass Berkowitz spoke to her letter of November 16, 2005. Donald Aronson had already addressed the issues of his letter under “Reading History.”

OPEN TIME

Speaking: Jay Confino

ADJOURNMENT

The meeting was adjourned at 10:45 p.m. on motion by Alice Nayer.

Respectfully submitted,

Joyce Klein
Secretary