

**GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
Tuesday, November 28, 2006 at 8:00 p.m.**

A regular meeting of the Great Neck Library Board of Trustees was held on Tuesday, November 28, 2006, in the Parkville School Auditorium, 10 Campbell Street, New Hyde Park, New York 11040. [Agenda attached]

The following Trustees were present constituting a quorum:

David Kahn – President
Joyce Klein – Vice President
Bette Weidman – Secretary
Norman Rutta – Treasurer [arrived at 8:07 p.m.]
Linda Cohen – Assistant Treasurer
Marietta DiCamillo – Assistant Treasurer
Martin Sokol

Also present:

Laura Weir – Interim Library Director
Neil Zitofsky – Business Manager
Kevin Seaman – Labor Relations Counsel

CALL TO ORDER

President Kahn called the meeting to order at 8:05 p.m.

MINUTES

Upon motion by Bette Weidman, seconded by Marietta DiCamillo, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library approve the Minutes of the Regular Meeting of October 24, 2006 as presented.

VOTE: Yes – 6 (Cohen, DiCamillo, Kahn, Klein, Sokol, Weidman)
MOTION CARRIED UNANIMOUSLY

TREASURER'S REPORT - PERSONNEL REPORT

During the month of October 2006, revenue received was \$40,739. Total expenses were \$509,355.

At the close of business, October 31, 2006, total operating fund holdings were \$880,739. Of these funds, \$877,304 was on deposit at HSBC and the Bank of New York, and \$3,435 was on hand in Petty Cash funds at Main and the Branches. This compares to an October 31, 2005 balance of \$982,691.

Additionally, the cash balance of the Main Building and Special Services fund was \$1,209,801; the Automated Library fund was \$56,852; the Restricted Gift fund was \$47,473; the Branch and Special Services fund was \$102,755. These funds totaled \$1,416,881 on October 31, 2006. The October 31, 2005 total was \$1,215,155.

- (a) Upon motion by Norman Rutta, seconded by Linda Cohen, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library accept the November 28, 2006, Treasurer's Report with the Personnel Changes of October 21, 2006, through November 24, 2006.

VOTE: Yes - 7 (Cohen, DiCamillo, Kahn, Klein, Rutta, Sokol, Weidman)
MOTION CARRIED UNANIMOUSLY

- (b) Upon motion by Norman Rutta, seconded by Marietta DiCamillo, 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 October 21, 2006 through November 24, 2006, Paid Checks numbered 0023194 through 0023198, 0023253 through 0023258, and 34374 through 34422 and To-Be-Paid Checks numbered 34423 through 34553, the sums set against their respective names, amounting in the aggregate to \$680,246.03.

VOTE: Yes - 7 (Cohen, DiCamillo, Kahn, Klein, Rutta, Sokol, Weidman)
MOTION CARRIED UNANIMOUSLY

(c) Upon motion by Norman Rutta, seconded by Marietta DiCamillo, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library accept the Payroll Warrants dated October 9 and October 23, 2006, which have been reviewed by the Treasurer, in the amounts of \$160,489.00 and \$166,623.64 respectively, for a total of \$327,112.64.

VOTE: Yes - 7 (Cohen, DiCamillo, Kahn, Klein, Rutta, Sokol, Weidman)
MOTION CARRIED UNANIMOUSLY

REPORTS

SECRETARY

Trustee Weidman reported on the October 30, 2006 Library election results:

Board of Trustees:

For a four-year term ending 2011 to fill the seat currently held by Joyce Klein:

Nominating Committee endorsed candidate Jonathan Kahn	530 votes
Independent Candidate Andrew Greene	2,050 votes

For a four-year term ending 2011 to fill the seat currently held by Bette Weidman:

Nominating Committee endorsed candidate Robert Spitalnick	577 votes
Independent Candidate Janet Eshaghoff	2,152 votes

Nominating Committee:

For a three-year term ending 2010 to fill the seat currently held by Ellen Birnbaum:

Nominating Committee endorsed candidate Frederick Pomerantz	544 votes
Independent Candidate Naomi Feldheim	2,085 votes

For a three-year term ending 2010 to fill the seat currently held by Martha Cohen:

Nominating Committee candidate (unopposed) Barton Sobel	666 votes
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The newly-elected trustees and Nominating Committee members were welcomed. Trustees Klein and Weidman and Nominating Committee members, Birnbaum and Cohen, whose terms will expire in January 2007, were thanked for all their hard work. Candidates Spitalnick, Kahn and Pomerantz were all thanked for their willingness to be involved in library affairs and it was hoped that they would continue to do so.

BUILDING COMMITTEE [Report attached]

Trustee Cohen, Chair of the Building Committee, reported on the Building Committee's meeting of November 2, 2006.

Trustee DiCamillo had requested that prior to presenting the draft report to the whole Board, it should be reviewed by Committee members. Her recollection of discussion at the November 2nd meeting was that a tentative meeting be set up with the Town pending Board discussion and that the traffic study was not a pivotal factor for the tentative Town meeting. She also expressed disappointment that the traffic study has not yet been done and a tentative meeting with the Town has not been arranged.

The Town of North Hempstead has approved up to \$10,000 in grant money to do a traffic study but the contract has not yet been received from the Town. Interim Director Weir will follow up with a phone call to Rafe Leiber at the Town.

The Building Committee will arrange a meeting with the Town, take Plan B and the Schematic (labeled Plan A ½ at this meeting) that H2L2 was asked to prepare in November 2005 and modified in May 2006, and engage the Town in an exploratory discussion after the Traffic Study is done. The Building Committee will meet subsequently to discuss the outcome of the meeting and then report to the Board as a whole.

Attached is a statement that Trustee Sokol read regarding which plan he felt should be chosen for the Main Building renovation/expansion project.

Public Comments: Arlene Nevens, Shirley Samansky, Alice Nayer, Frank Phillips, Michael Zarin, Shelly Sobel, Carol Frank, Karen Rubin, Stanley Romaine, Mike Currie

INTERIM DIRECTOR

Interim Director Weir's report is attached. She also reminded Trustees that a listing of tentative meeting dates for 2007 was included in their packets for them to review for possible conflicts.

OLD BUSINESS

ARLENE NEVENS' SEPARATION AGREEMENT

Upon motion by Linda Cohen, seconded by Marietta DiCamillo, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library ratify the Termination Agreement executed on the 28th day of November, 2006, by and between the President of the Great Neck Library Board of Trustees and Director Arlene Nevens.

VOTE: Yes - 7 (Cohen, DiCamillo, Kahn, Klein, Rutta, Sokol, Weidman)
MOTION CARRIED UNANIMOUSLY

INTERIM DIRECTOR'S CONTRACT

Upon motion by Bette Weidman, seconded by Marietta DiCamillo, and after discussion, it was,

RESOLVED, as follows:

WHEREAS, the Board of Trustees by way of its resolution dated September 19, 2006 appointed "Assistant Director Laura Weir to the position of Interim Director with an annualized salary increase of \$10,000 effective November 15, 2006"; and

WHEREAS, Assistant Director Weir possesses an employment agreement dated December 23, 2005 providing for certain terms and conditions of employment applicable in her position as Assistant Director; and

WHEREAS, the parties wish to clarify the terms and conditions attaching to the Assistant Director's assumption of the Interim Director position;

IT IS NOW THEREFORE RESOLVED that Assistant Director Weir will receive effective January 1, 2007 the 3.75% salary increase provided for within her employment agreement dated December 23, 2005 and, thus will receive as salary effective January 1, 2007 the sum of \$106,875.00 representing the salary set forth within the employment agreement in addition to the \$10,000 payment awarded under the terms of the September 19, 2006 resolution;

IT IS FURTHER RESOLVED that Laura L. Weir is to be granted a leave of absence from her position as Assistant Director during the period of her employment as an Interim Director such that Weir will be entitled to, at her election, return to her position as Assistant Director upon the effective date of the employment of a successor Director to Arlene Nevens.

All other terms and conditions and benefits set forth within the December 23, 2005 agreement between the Library and the Assistant Director are to remain in full force and effect during the period Assistant Director assumes the position of Interim Director.

The language in the second to last line of paragraph 4 which reads: *addition to the \$10,000 payment awarded under the ...* was changed for consistency by replacing the word "payment" with "annualized salary increase." The new language now reads: *"addition to the \$10,000 annualized salary increase awarded under the..."*

VOTE: Yes - 7 (Cohen, DiCamillo, Kahn, Klein, Rutta, Sokol, Weidman)
MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

AUDIT ENGAGEMENT

Upon motion by Norman Rutta, seconded by Linda Cohen, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library authorize the execution of a Letter of Engagement with Baldessari & Coster, LLP, for the performance of a certified audit of the Library's financial statements for the year ending December 31, 2006 [at a cost not to exceed \$15,800 to be charged to the Audit Fees budget line].

Trustee DiCamillo called for an amendment to the resolution to incorporate the cost [\$15,800] and the budget line [Audit Fees] and that for such to be included in the future.

Public Comment: Michael Zarin

VOTE: Yes - 7 (Cohen, DiCamillo, Kahn, Klein, Rutta, Sokol, Weidman)
MOTION CARRIED UNANIMOUSLY

ADLER'S FOIL DENIAL APPEAL

Upon motion by Norman Rutta, seconded by Marietta DiCamillo, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library accept the appeal of Ralene Adler for access to certain Library records as outlined in her FOIL request dated October 18, 2006 and the Library's response of October 24, 2006.

Upon motion by Marietta DiCamillo, seconded by Norman Rutta, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library table the appeal of Ralene Adler for access to certain Library records as outlined in her FOIL request dated October 18, 2006 and the Library's response of October 24, 2006, until the next meeting in December.

Trustee DiCamillo pointed out that it was her intent to contact surrounding special districts to see how they conducted ballot requests and ballot distribution.

Counsel Seaman indicated that according to Robert's Rule, once a motion is tabled and seconded, there was no need for a discussion.

VOTE: Yes - 4 (DiCamillo, Kahn, Rutta, Sokol); No - 2 (Cohen, Weidman);
Abstention - 1 (Klein). *MOTION CARRIED*

EXCESS EQUIPMENT

Upon motion by Martin Sokol, seconded by Marietta DiCamillo, and after discussion, it was,

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

VOTE: Yes - 7 (Cohen, DiCamillo, Kahn, Klein, Rutta, Sokol, Weidman)
MOTION CARRIED UNANIMOUSLY

ELEVATOR

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 refer the elevator repair to the Building Committee.

The service provider for the elevator indicated that the elevator has been leaking oil for many years. A new pump would cost \$18,000.

A discussion ensued on whether or not the Building Committee or the Finance Committee should discuss the repair of the elevator. There was no vote taken but the general consensus was to engage the services of Glickman Engineering as a consultant to evaluate the elevator to make sure there was no safety issue. If there was a safety issue, then it would be handled by a Board Committee and then at a Board meeting.

Public Comments: Barbara Zeller

OPEN TIME

Speaking: Ralene Adler, Arlene Nevens

ADJOURNMENT

The meeting was adjourned at 9:35 p.m. on motion by Trustee Kahn.

Respectfully submitted,

Bette Weidman
Secretary