

GREAT NECK LIBRARY ASSOCIATION
Minutes of the Annual Meeting
January 24 and February 1, 2000

The Annual Meeting of the Great Neck Library Association was held at the offices of the Great Neck Library on Monday, January 24, 2000, and Tuesday, February 1, 2000. (Agenda attached).

Monday, January 24, 2000

President Mischa Schwartz called the meeting to order at 10:00 a.m., on Monday, January 24, 2000, for the purpose of voting for one member of the Board of Trustees, two members of the Nominating Committee, and two proposed Bylaws amendments.

In-person voting took place from 10:00 a.m. to 10:00 p.m. at the four library facilities: the Main Building on Bayview Avenue and the Lakeville, Parkville and Station Branch Libraries. After voting was concluded at 10:00 p.m., the Business portion of the meeting was recessed until 8:00 p.m. on Tuesday, January 25, 2000. Due to inclement weather, the Library closed at 12 noon on January 25, 2000; therefore, the Business portion of the Annual Meeting was rescheduled for Tuesday, February 1, 2000, at 8:00 p.m.

Tuesday, February 1, 2000

The Business portion of the Annual Meeting was held at 8:00 p.m., on Tuesday, February 1, 2000, at the offices of the Great Neck Library, 159 Bayview Avenue, Great Neck, NY.

The following Trustees were present constituting a quorum of the Board:

Mischa Schwartz, President
Elayne Bernstein, Vice President
Marietta DiCamillo, Secretary
Catherine Moore, Treasurer
Joyce Klein
Bette Weidman

Absent with prior notice: Steve Glaser, Asst. Treasurer

Also present: Christine Salita, Library Director
Neil Zitofsky, Business Manager

Attendance sheet attached.

CALL TO ORDER

President Schwartz reconvened the meeting at 8:05 p.m., and welcomed everyone.

ELECTION RESULTS

Secretary DiCamillo announced the election results:

Trustee: (for the four-year term ending 2004, to fill the office formerly held by Steve Glaser)

Don Stern (unopposed) 934

Nominating Committee: (for the two-year term ending 2002, formerly held by William Morrill)

William Morrill (unopposed) 912

Nominating Committee: (for the two-year term ending 2002, formerly held by Leslie Popoff)

Leslie Popoff (unopposed) 914

Proposed Bylaws Amendments:

Proposition No. 1 (to remove the signature from the proxy ballot)

Yes 789
No 428

In order to amend the Bylaws, the proposition required a super-majority (two thirds) or 811 "Yes" votes. Therefore, Proposition No. 1 was defeated. The proxy ballot signature requirement remains.

Proposition No. 2 (to change the date of the Annual Meeting from January to May)

Yes 528
No 699

In order to amend the Bylaws, the proposition required a super-majority (two thirds) or 819 "Yes" votes. Therefore, Proposition No. 2 was defeated. The Annual Meeting remains in January.

MINUTES

Upon motion made by Marietta DiCamillo, seconded by Elayne Bernstein, and after discussion, it was,

RESOLVED, that the Board of Trustees approve the Minutes of the January 25 and 26, 1999, Annual Meeting, as presented.

VOTE: Yes 6 (Bernstein, DiCamillo, Klein, Moore, Schwartz, Weidman)
Motion carried unanimously

REPORTS (Annual Report Appended)

President Schwartz summarized his report as contained in the Annual Report. Text of message follows:

1999, the last year of the millennium, saw a focus on renovation of our facilities: the Parkville and Lakeville Branches were completely renovated and the Children's Room of the Main Library redone as well. Planning for the badly needed renovation of the Main Library accelerated. The Station Branch Advisory Committee presented its report to the Board. All these renovations fit into long-range planning for the Library, which I stressed in my last year's message. They join with our major technology upgrades, begun last year, in allowing the Great Neck Library to provide the best possible, cost-effective service to the community in this information-based era in which we live.

Reconstruction of the Parkville and Lakeville facilities was completed in the early fall, with service to the community continued throughout the period of construction. The projects' costs came in on target as well. The results were, and still are, acclaimed as "magnificent", "wonderful", "beyond belief", to quote from just a few of the comments overheard from the community during the Open Houses celebrating the branches' reopening during the fall. Library Director Christine Salita, Department Head Joe Latini, the Branch Librarians, and other staff members closely involved with the reconstruction, are to be commended for their tireless effort in making sure branch library services continued uninterrupted during the construction, and ensuring the construction moved ahead on schedule. The project architect, Todd Harvey, is to be particularly commended for his visionary redesign of the two facilities. Useful space has been increased substantially and the appearance, in both branches, is that, not only of a much better-looking and inviting facility, but, amazingly, of a considerably larger one as well.

Users and visitors to the Main Library Children's Room have been similarly impressed by the changes in that area. The focus here was on redesigning the space configuration, allowing different age groups, for the first time, to have their own separate spaces. Computer facilities have been improved considerably in keeping with the needs of our modern information age. Todd Harvey is again to be commended for his fine redesign of this space. I would like to single out the role of Steve Glaser, outgoing Library Trustee, in providing the vision for this project, as well as the determination to see it through to its successful completion.

I noted in last year's message that a Main Library "Ad Hoc" Committee had been set up, charged with coming up with recommendations to be presented to the Trustees for the renovation of the Main Library. This committee, consisting of community, staff, and Trustee members, and chaired by Director Christine Salita, met regularly this year. It heard reports from all Library departments as to their operation and space needs. It also

visited two libraries on Long Island that had recently undergone extensive renovation to see what they had accomplished and to assess the results. Additional site visits are planned in the year 2000.

The Board of Trustees is committed to soliciting as much community input during this Main Library renovation planning process as possible. To this end, focus groups with community participants, were convened in December, 1999, to assess the participants' feelings and desires about the Main Library. They were led by Dr. Manuel London of SUNY Stony Brook, a consultant retained by the Board. In addition, Dr. London will be preparing a questionnaire to go out to the broad community for further input on Main Library services and needs. We look forward to your input and will keep you apprised of this project as it develops.

This has been a truly productive year. I would like to thank the Board of Trustees, as well as Ms. Salita and her wonderful staff for working together to make this all possible.

Dr. Schwartz concluded with a personal statement to the effect that he views all of Great Neck as one community. As a trustee, he represents and serves the entire community, not a particular locale. He deplores attempts by some individuals to foster division and disharmony by pitting one area against another. He made specific reference to a flier which was circulated in New Hyde Park prior to the election and the submission of more than 500 unsigned, computer-generated proxy requests for residents of that area. Dr. Schwartz ended by saying that people should work together to keep this Library one of the best in the country, not work to splinter the community.

Treasurer Catherine Moore read the following report:

The Great Neck Library is entering the new millennium in a position of financial strength.

At the close of business, December 31, 1999, total unadjusted operating fund holdings were \$1,271,422 which were on deposit at HSBC and The Bank of New York, and in Petty Cash funds at Main and the branches. The sum includes a balance of \$22,119 for final payments to close out the reserves designated for renovations to the Parkville and Lakeville branches.

Additionally, the unadjusted balances of the Library's restricted funds were as follows: the Main Building and Special Services fund was \$1,066,646; the Automated Library fund was \$119,297; the Restricted Gift fund was \$17,378; the Branch and Special Services fund was \$197,100. These funds totaled \$1,400,421 on December 31, 1999.

Highlights of our accomplishments in 1999 include the following:

The completion of total renovation of our Parkville and Lakeville branches was achieved without cost overrun. The minutes of the November, 1998, meeting reflect that, when the Board of Trustees authorized the acceptance of the construction bid, the total cost for the Branch Renovation Project was estimated at \$753,185. The actual final total

(including a number of unanticipated change orders due to discoveries made during construction) was \$748,810, which is \$4,375 less than the original estimate.

Capital expenditures of under \$100,000 from our Main Building and Special Services fund were used to finance the redesign of the Children's Room at Main, the acquisition of two new microfilm reader/printers in the Reference area, a major boiler repair, and

the engagement of an independent consultant to conduct focus groups and a community survey as part of the planning process for the renovation of the Main Library.

Capital expenditures of under \$100,000 from our operating and restricted Automated Library funds were used to upgrade our telecommunications infrastructure and our CD-ROM server, which served to increase the speed and quality of information provided, as well as to expand our banks of Internet access computers at Main and the branches, which increased the number of patrons we could serve at any given time.

Successful upgrades to, and testing of, our accounting and payroll systems ensured that January 1, 2000, brought no disruptions to the business of running our Library in its usual efficient and fiscally responsible manner.

The proposed 2000 budget with an overall increase in projected expenditures of just 2%, was overwhelmingly approved by the voters.

Our independent auditors, Graber & Company, are in the process of completing their annual audit of the Library's financial statements for 1999, which show an unadjusted surplus in the vicinity of \$250,000 against our 1999 budget of \$6,281,750. It is anticipated that Mr. Graber will present the final report at the March, 2000, meeting of the Board of Trustees.

Library Director Christine Salita highlighted library activities and paraphrased the text of her printed message from the annual report. The text is as follows:

On any given day, more than 1,000 people visit the facilities of the Great Neck Library. Some come to borrow books, compact discs, books-on-tape, and videos. Others come to read newspapers and magazines. Still others consult the excellent reference collection searching for information which could include identifying a potter's mark, determining an astronomical position, locating the source of quotation, or assessing the relative merit of investment possibilities. Librarians answer a staggering range of questions from the public daily. This might entail locating the answer to a simple elementary school assignment or searching for the answer to a scholarly query.

The electronic dimension of the Library is becoming more apparent each day. Each facility has heavily used Internet workstations which serve to expand the physical walls of the Library so that our new virtual walls encompass the world. The Library's homepage is a gateway to Library information, including the online catalog, and a portal to many content-rich information websites selected for their reliability and authenticity.

People visit the Library for the life-enhancing programs it offers. Discussions, lectures, concerts, films, and displays of art and photography are lures which draw scores of adults. Children flock to the Library for story-hours, craft programs, book clubs, demonstrations, and musical events. Teenagers have found Levels activities very much to their liking.

The look of the Library is welcoming and inviting. In 1999, the Parkville and Lakeville Branches and the Children's Room of the Main Library were transformed into beautifully apportioned sites with increased capabilities. A rearrangement of Station Branch's interior is planned for 2000 so that there will be more shelving to accommodate an expanded materials collection, more computer workstations, and more seating for the public. Planning for the renovation of the Main Library, after thirty years of occupancy, continues. Focus groups were conducted in December, 1999, and a survey of the community is planned for this year. In 1999, the Main Library "Ad Hoc" Committee heard presentations from department heads as part of the planning process. The process will continue in 2000.

There are as many different reasons people visit the Library as there are people. One point on which all would agree is that the Library most definitely contributes to the quality of life in Great Neck.

The Board welcomed newly-appointed Trustee Don Stern. A brief recess was called at 8:25 p.m. prior to the commencement of the re-organizational portion of the Annual Meeting.

Respectfully submitted,

Marietta DiCamillo
Secretary

Annual Meeting: Reorganizational

CALL TO ORDER

President Schwartz called the Reorganizational portion of the Annual Meeting to order at 8:35 p.m.

He called for nominations for President, noting that he is ineligible having served two consecutive terms as President.

ELECTION OF OFFICERS

President: Elayne Bernstein nominated Dr. Bette Weidman, seconded by Joyce Klein; Marietta DiCamillo nominated Joyce Klein, who declined.

All in favor. Motion carried. Dr. Weidman was elected President.

Newly-elected President Weidman thanked everyone for their confidence in her and she promised to do her best to approach the level of generosity and skill that Dr. Schwartz had shown during his presidency. She then called for nominations for Vice President, Secretary, Treasurer, and Assistant Treasurers.

Vice President: Joyce Klein nominated Elayne Bernstein, who declined saying she has served two consecutive terms and is ineligible for the same office. Elayne Bernstein nominated Dr. Mischa Schwartz, seconded by Marietta DiCamillo.

All in favor. Motion carried. Dr. Mischa Schwartz was elected Vice President.

Secretary: Dr. Mischa Schwartz nominated Joyce Klein, seconded by Don Stern.

All in favor. Motion carried. Joyce Klein was elected Secretary.

Treasurer: Dr. Mischa Schwartz nominated Don Stern, seconded by Joyce Klein; Elayne Bernstein nominated Marietta DiCamillo, seconded by Marietta DiCamillo.

Voting for Don Stern (Klein, Schwartz, Stern, Weidman)
Being a majority vote, Don Stern was elected Treasurer.

Asst. Treasurer: Joyce Klein nominated Marietta DiCamillo, seconded by Dr. Mischa Schwartz.

All in favor. Motion carried. Marietta DiCamillo was elected Assistant Treasurer.

Asst. Treasurer: Dr. Mischa Schwartz nominated Elayne Bernstein, seconded by Marietta DiCamillo.

All in favor. Motion carried. Elayne Bernstein was elected Assistant Treasurer.

2000 MEETING DATES

After discussion, the following meeting schedule was set: February 29 (regular meeting), March 14 (budget workshop), March 21 (regular meeting and budget workshop/adoption), April 4 (only if budget not adopted 3/21), April 13 (regular meeting), May 23 (regular meeting), June 20 (regular meeting), September 12 (regular meeting), October 24 (regular meeting), November 28 (regular meeting) and December 19 (regular meeting).

President Weidman asked fellow Trustees to let her know of their preferences for committee assignments within the next two weeks. Committees are: Finance, Branch, Policy/Bylaws, and Personnel. In addition, President Weidman announced that two appointments must be made to the Nominating Committee at the February Board Meeting.

Public Comment:
Stan Romaine re: *Martin Luther King, Jr. Day*

Renee Zarin re: *welcoming Don Stern, thanking Dr. Schwartz for his leadership, congratulating Dr. Weidman on her election; expressing hope that a plan for the Main Library will be placed before the public "a year from now."*

ADJOURNED

Upon a motion by Mischa Schwartz and seconded by Marietta DiCamillo, the Annual Meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Joyce Klein
Secretary