

GREAT NECK LIBRARY
MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF TRUSTEES
TUESDAY, JANUARY 21, 1997
7:30 P. M.

A regular meeting of the Board of Trustees of the Great Neck Library was held on Tuesday, January 21, 1997 at the offices of the Library on Bayview Avenue, Great Neck, New York 11021.

The following Trustees were present constituting a quorum:

Ralene Adler
Elayne Bernstein
Marietta DiCamillo
Jo Ann Farley
Steve Glaser
Muriel Kane - Arrived at 8:10 p.m.
Renée Zarin

Also Present:

Ken Weil, Library Director
William Cullen, Library Counsel
H. Neil Zitofsky, Business Manager-Joined Public Meeting at 8:35 p.m.
Attendance sheet attached.

CALL TO ORDER

President Jo Ann Farley called the meeting to order at 7:50 p.m. for the purposes of the scheduled Executive Session to discuss personnel matters.

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

RESOLVED, that the Board of Trustees go into Executive Session for the purpose of discussing personnel matters.

VOTE: Yes: 6 (Adler, Bernstein, DiCamillo, Farley, Glaser, Zarin)
MOTION CARRIED UNANIMOUSLY

The President reconvened the Public Meeting at 8:35 p.m. by welcoming those present.

MINUTES

Upon motion made by Ralene Adler, seconded by Steve Glaser, and after discussion, it was,

RESOLVED, that the Board of Trustees approve the Minutes of the Regular Meeting of the Board of Trustees of Tuesday, November 19, 1996 be adopted as corrected.

VOTE: Yes: 5 (Adler, DiCamillo, Farley, Glaser, Zarin)
Abstained: 2 (Bernstein, Kane)

MOTION CARRIED

Upon motion made by Ralene Adler, seconded by Steve Glaser, and after discussion, it was,

RESOLVED, that the Board of Trustees approve the Minutes of the Regular Meeting of the Board of Trustees of Tuesday, December 17, 1996 be adopted as presented.

No vote was taken.

A motion was made by Steve Glaser concerning the deletion of Section C of the Minutes and that Section C be appended to the Minutes should the Trustee desire. This motion was not seconded.

A motion to amend was presented by Muriel Kane, seconded by Ralene Adler, and after further discussion, it was,

RESOLVED, that the Board of Trustees approve the Minutes of the Regular Meeting of the Board of Trustees of Tuesday, December 17, 1996 be adopted as amended.

VOTE: Yes: 6 (Adler, DiCamillo, Farley, Glaser, Kane, Zarin)
Abstained: 1 (Bernstein)

MOTION CARRIED

CORRESPONDENCE

- A. Ellen Hirschland to Jo Ann Farley dated December 10, 1996.
Library response January 14, 1997. Ellen Hirschland was not present at the time this was addressed, therefore the Board moved on.
- B. Julian Kane to Board of Trustees dated January 12, 1997.

Library response January 17, 1997.

Mr. Kane addressed the Board of Trustees concerning the 1995 phone logs of the Jaspán Law firm and identified specific costs relating to certain Board member communications.

TREASURER'S REPORT

Upon motion made by Ralene Adler, seconded by Marietta DiCamillo, and after discussion, it was,

RESOLVED, that the Board of Trustees adopt the summary (as attached and initialed by the Secretary to these Minutes), dated January 17, 1997, of December 1996 reapportions.

VOTE: Yes: 7 (Adler, Bernstein, DiCamillo, Farley, Glaser, Kane, Zarin)

MOTION CARRIED UNANIMOUSLY.

Public Comment/Questions:

Bill Morrill

Upon motion made by Ralene Adler, seconded by Marietta DiCamillo, and after discussion, it was,

RESOLVED, that the Board of Trustees authorize the Treasurer to pay the persons named in the Check Register presented at the January 1997 Regular Meeting of the Board of Trustees (check numbers 10021 to 10050 and checks 11031 to 11228) the sums set against their respective names for a total amount of two hundred forty-seven thousand six hundred forty-four and thirty-seven cents (\$247,644.37).

VOTE: Yes: 7 (Adler, Bernstein, DiCamillo, Farley, Glaser, Kane, Zarin)

MOTION CARRIED UNANIMOUSLY.

Upon motion made by Ralene Adler, seconded by Elayne Bernstein, and after discussion, it was,

RESOLVED, that the Board of Trustees adopt the personnel changes from the Treasurer's report, dated December 20, 1996 through January 16, 1997, as presented.

VOTE: Yes: 7 (Adler, Bernstein, DiCamillo, Farley, Glaser, Kane, Zarin)
MOTION CARRIED UNANIMOUSLY

Public Comment/Question:

Muriel Turk, Gladys Ross

LIBRARY DIRECTOR'S REPORT: Appended hereto.

The Director thanked Board Members Marietta DiCamillo, Ralene Adler; Staff Gift Committee Members Lee Lobit, Pam Levin, Ray Wile, Harriet Fagnoli, Aruna Shah, Muriel Turk, Muriel Berens, Joyce Levine, Neil Zitofsky, Janet Fine and Rich Mazzara; husbands, Michael Nevens and Ralph Berens. He concluded by thanking Staff Organizers Arlene Nevens and Marcia Kravet for organizing the Book Sale of January 12th.

Public Comment/Questions:

Julian Kane, Bill Morrill, Janet Turbyfill, Alice Nayer

Upon motion made by Steve Glaser, seconded by Renée Zarin, and after discussion, it was,

RESOLVED, that the Board of Trustees increase the amount paid to the Gift Committee by \$250.00 so the sum total of \$750.00 will be paid.

A motion to amend was presented by Renée Zarin, seconded by Marietta DiCamillo, and after further discussion, it was,

RESOLVED, that the Board of Trustees authorize the contribution of 25 percent of the gross proceeds of the semi-annual book sale to the Staff Gift Fund.

VOTE: Yes: 5 (Adler, Bernstein, DiCamillo, Farley, Zarin)
No: 2 (Glaser, Kane)

MOTION CARRIED

Public Comment/Questions:

Neil Leiberman, Julian Kane, Janet Turbyfill, Colonel Richard Boyle, Gladys Ross, Bill Morrill, Karen Rubin

OLD BUSINESS

- A. **Carpeting - Main:** Progress
- B. **Other:**

By-Laws:

Upon motion made by Muriel Kane, seconded by Renée Zarin, and after discussion, it was,

RESOLVED, that the Board of Trustees set a date no later than the March meeting, to review the By-Laws of the Association, with particular respect to reducing the number of Board Members from eight (8) to seven (7) and that the Board direct its attorney to research and report the procedures that would be required to legally accomplish this.

Motion was withdrawn by Muriel Kane.

Public Comment/Questions:

Bill Morrill, Karen Rubin,

Nominating Committee:

Trustee Zarin commented on the letter and report that the Board received from the Chairman of the 1996 Nominating Committee. She added that they have not fulfilled their obligation as noted in the By-Laws, Article 7, No. C because they submitted only one name for the replacement of Dr. Engel and our By-Laws state at least two names.

Library Counsel, Mr. Cullen responded that the matter should be referred back to the 1996 Nominating Committee which would be within the provisions of the By-Laws to ask for two names from the Nominating Committee.

Public Comment/Questions:

Marianna Wohlgemuth, Nominating Committee
Julian Kane
Hal Shichtman, Nominating Committee
Bill Morrill

Upon motion was made by Steve Glaser, seconded by Ralene Adler, and after discussion, it was,

RESOLVED, that the Board of Trustees table the discussion.

VOTE: Yes: 5 (Adler, Bernstein, DiCamillo, Farley, Glaser)
No: 1 (Kane)
Abstained: 1 (Zarin)

MOTION CARRIED

NEW BUSINESS

A. Purchase of AV & Computer Equipment:

Upon motion made by Steve Glaser, seconded by Elayne Bernstein, and after discussion, it was,

RESOLVED, that the Board of Trustees authorize an expenditure not to exceed \$950.00 for the purchase two Hewlett Packard DeskJet Color Inkjet printers, model 870CSE plus shipping. These printers are to replace one printer in the children's department at Main and the other at Parkville Branch.

VOTE: Yes: 7 (Adler, Bernstein, DiCamillo, Farley, Glaser, Kane, Zarin)

MOTION CARRIED UNANIMOUSLY

Upon motion made by Steve Glaser, seconded by Renée Zarin, and after discussion, it was,

RESOLVED, that the Board of Trustees authorize an expenditure of \$2,300.00 (including shipping) for the purchase of two Panasonic camcorders, model PV-S770A SVHS as described in a requisition statement prepared by Joe Latini, dated December 12, 1996

A motion to amend was presented by Ralene Adler, seconded by Jo Ann Farley, and after further discussion, it was,

RESOLVED, that the Board of Trustees postpone the purchase two Panasonic Camcorders, Model PV-S770A until

June or July.

Motion was withdrawn by Ralene Adler.

VOTE: Yes: 7 (Adler, Bernstein, DiCamillo, Farley, Glaser, Kane, Zarin)

MOTION CARRIED UNANIMOUSLY

Public Comment/Questions:

Julian Kane, Colonel Richard Boyle, Bill Morrill

Gladys Ross, Nominating Committee (Question concerning previously discussed topic)

Upon motion made by Steve Glaser, seconded by Elayne Bernstein, and after discussion, it was,

RESOLVED, that the Board of Trustees authorize an expenditure not to exceed \$900.00 (plus shipping) for the purchase of one Kodak Ektagaphic III A slide projector, one Kodak Zoom lens (100 to 150 mm, f/2.5) and one Kodak Wireless Remote as described in a requisition statement prepared by Joe Latini, dated December 13, 1996

VOTE: Yes: 6 (Bernstein, DiCamillo, Farley, Glaser, Kane, Zarin)

Abstained: 1 (Adler)

MOTION CARRIED

Upon motion made by Steve Glaser, seconded by Marietta DiCamillo, and after discussion, it was,

RESOLVED, that the Board of Trustees authorize an expenditure not to exceed \$400.00 to purchase a Brother FAX machine as described in a requisition statement prepared by Neil Zitofsky, dated January 17, 1997.

VOTE: Yes: 7 (Adler, Bernstein, DiCamillo, Farley, Glaser, Kane, Zarin)

MOTION CARRIED UNANIMOUSLY

B. Personnel Committee Report: Page Salaries

The Business Manager advised the Board of Trustees that the page salaries

will need to be increased, no later than September 1997, to be in accordance with the Federal minimum wage changes.

Upon motion made by Marietta DiCamillo, move to table by Steve Glaser, and after discussion, it was,

RESOLVED, that the Board of Trustees accept the page salary analysis as per payroll dated August 18, 1996 for an effective annual increase of 4.2%.

Motion was tabled.

C. Innovative Interface User's Group Meeting, March 16-18, 1997

Upon motion made by Elayne Bernstein, seconded by Steve Glaser, and after discussion, it was,

RESOLVED, that the Board of Trustees authorize an expenditure not to exceed \$1992.00 to send two staff members to attend the 1997 Innovative User's Group Meeting held in Oakland, California from March 16-18, 1997.

VOTE: Yes: 7 (Adler, Bernstein, DiCamillo, Farley, Glaser, Kane, Zarin)
MOTION CARRIED UNANIMOUSLY

D. Computers in Library Meeting, March 10-12, 1997

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

RESOLVED, that the Board of Trustees authorize an expenditure not to exceed \$1,536.00 to send two staff members to attend the 1997 Computers in Libraries Program to be held in Arlington, Virginia from March 10-12, 1997.

VOTE: Yes: 7 (Adler, Bernstein, DiCamillo, Farley, Glaser, Kane, Zarin)
MOTION CARRIED UNANIMOUSLY

E. Proposed Agenda for Annual Meeting, January 28, 1997

President Jo Ann Farley reviewed the Agenda for the Annual Meeting. Trustee Kane requested that she be able to make a very brief statement. The President agreed

and the Board moved on.

F. Community Room Applications:

Upon motion made by Elayne Bernstein, seconded by Ralene Adler, and after discussion, it was,

RESOLVED, that the application for the organization, Hadassah, 17 Arbor Street be accepted in accordance with the Board's policy manual, and that these organizations meet not more that one meeting per month.

VOTE: Yes: 6 (Adler, Bernstein, DiCamillo, Farley, Kane, Zarin)
Abstained: 1 (Glaser)

MOTION CARRIED

Upon motion made by Elayne Bernstein, seconded by Steve Glaser, and after discussion, it was,

RESOLVED, that the application for the organization, UJA-Federation, 1 Barstow Road be accepted in accordance with the Board's policy manual, and that these organizations meet not more that one meeting per month.

VOTE: Yes: 7 (Adler, Bernstein, DiCamillo, Farley, Glaser, Kane, Zarin)

MOTION CARRIED UNANIMOUSLY

G. Other:

Levels: Jo Ann Farley submitted the name of Dr. Leslie Popoff to serve on the Levels Committee.

By-Laws: (Continuation from Old Business: Other)

Upon motion made by Muriel Kane, seconded by Renée Zarin, and after discussion, it was,

RESOLVED, that the Board of Trustees direct the Policies and By-Laws Committee report to the Board at its March 1997 meeting as to its review for revisions to the Library's By-Laws, including possible reduction in the number of Trustees from eight (8) to seven (7), and further including

the recommendations of the Director and Legal Counsel with respect to the legal viability of such revisions.

VOTE: Yes: 6 (Adler, Bernstein, DiCamillo, Farley, Kane, Zarin)
No: 1 (Glaser)

MOTION CARRIED

Public Comment/Questions:

Julian Kane, Bill Morrill

1997 Election:

Bill Morrill asked what are the provisions for Poll watchers and what are the rules pertaining to them.

Library Director, Ken Weil responded that based upon past elections, the Library asked candidates to identify who the poll watchers were and respective schedules of observation prior to election day. Designated spots would be available to them at Main and/or Parkville. He added that the individual(s) must be over eighteen (18) years of age and a member of the Association.

WEB Access

Upon motion made by Renée Zarin, seconded by Elayne Bernstein, and after discussion, it was,

RESOLVED, that the Board of Trustees increase the usage time from one-half hour to one hour for patron access of the WEB as per the recommendation of the Reference Librarian and Director.

VOTE: Yes: 6 (Bernstein, DiCamillo, Farley, Glaser, Kane, Zarin)
Abstain: 1 (Adler)

MOTION CARRIED

Overdue Policy

The Director advised the Board of Trustees that the computer system software will not support a third overdue notice at nine weeks as originally explained. Jo Ann

Farley asked that the Director research a change to the software and to advise the Board of his findings.

OPEN TIME: NONE

ADJOURNMENT:

Upon motion made by Elayne Bernstein, seconded by Renée Zarin, the meeting was adjourned at 11:37 P.M.

Respectfully submitted,



Marietta DiCamillo