

GREAT NECK LIBRARY
Minutes of the Regular Meeting
of the Board of Trustees
Tuesday, February 25, 1997 - 8:00 p.m.
Main Library

The regular meeting of the Board of Trustees of the Great Neck Library was held on Tuesday, February 25, 1997 at the offices of the Library on Bayview Avenue, Great Neck, N.Y. 11024 (Agenda Attached A.)

The following Trustees were present constituting a quorum:

Ralene Adler
Elayne Bernstein
Marietta DiCamillo
Jo Ann Farley
Steve Glaser
Renée Zarin

Absent with prior notification:

Mischa Schwartz

Also Present:

.. Ken Weil, Library Director
Neil Zitofsky, Business Manager
William Cullen, Esq. Counsel to the Board
Henry Graber & Don Fisher, Graber & Co. , Accountants
Attendance list attached

CALL TO ORDER

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

MINUTES

Upon motion by Elayne Bernstein, seconded by Ralene Adler, and after discussion, it was resolved to approve the minutes of the Special Meeting of the Board of Trustees of Wednesday, **January 15, 1997.**

VOTE: Yes 6 (Adler, Bernstein, DiCamillo, Farley, Glaser, Zarin)
Motion carried unanimously.

Upon motion by Elayne Bernstein, seconded by Ralene Adler, and after discussion, it was **resolved** to approve the minutes of the Regular Meeting of the Board of Trustees of Tuesday, **January 21, 1997**.

VOTE: Yes 6 (Adler, Bernstein, DiCamillo, Farley, Glaser, Zarin)
Motion carried unanimously.

Upon motion by Marietta DiCamillo, seconded by Elayne Bernstein, and after discussion, it was **resolved** to approve the minutes of the Regular Meeting of the Board of Trustees of **January 27/28, 1997** as amended.

VOTE: Yes 6 (Adler, Bernstein, DiCamillo, Farley, Glaser, Zarin)
Motion carried unanimously.

CORRESPONDENCE

Gabriel Berner was not present to discuss his correspondence dated 1/21/97 Al Udow and Arthur Lerner for Clara Woll to discuss possibility of REAP weekly access to Community Room in Main Library, dated 2/6/97 (All dates of response to correspondence listed on Agenda).

TREASURER'S REPORT

During the month of January, our revenue was \$834,477; expenses were \$394,712. There are no outstanding expenditures for the month.

The Operating Fund balance was \$3,252,192 which is on deposit at Bank of New York, Chase, Marine Midland, purchased Treasury Bills and Petty Cash funds located at the Main Library and branches.

The balance of the Restricted Gift fund was \$13,221; expansion fund was \$475,011, and the Automated Library Fund was \$121,642.

Upon motion by Marietta DiCamillo, seconded by Ralene Adler, and after discussion, it was **resolved** that the **January 1997 Treasurer's Report with January 17 through February 21** personnel changes be adopted as presented.

VOTE: Yes 6 (Adler, Bernstein, DiCamillo, Farley, Glaser, Zarin)
Motion carried unanimously.

Upon motion by Marietta DiCamillo, seconded by Steve Glaser, 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 February 1997 Regular meeting of the Board of Trustees (check numbers 11341-11456) the sums set against their names for a total amount of \$76,335.02 and also authorize payment of paycheck numbers 11229 and 9549 in the amount of \$99,500.13.

VOTE: Yes 6 (Adler, Bernstein, DiCamillo, Farley, Glaser, Zarin)
Motion carried unanimously.

1996 Audit Report: Graber & Co. Henry Graber and Don Fisher reviewed their 1996 audit report of the Library and observed that the Library Finances were in good shape. Mr. Graber also thanked Director, Ken Weil and Business Manager Neil Zitofsky.

Upon motion by Renée Zarin, seconded by Marietta DiCamillo, and after discussion, it was **resolved** to accept the independent auditor's report for 1996.

VOTE: Yes 6 (Adler, Bernstein, DiCamillo, Farley, Glaser, Zarin)
Motion carried unanimously.

A recess was called at 9:05 p.m. The meeting reconvened at 9:15 p.m.

LIBRARY DIRECTOR'S REPORT: (Attached B)

OLD BUSINESS

Salary Adjustment - Pages

On motion by Marietta DiCamillo, seconded by Elayne Bernstein, and after discussion, it was **resolved** that the Board of Trustees adjust the page step system as it appears in the February 1997 board meeting packet for a total increase of \$11,602.

VOTE: Yes 5 (Bernstein, DiCamillo, Farley, Glaser, Zarin)
Abstaining 1 (Adler)
Motion Carried

Board Meeting Dates and Locations - (See attached list C)

Committee Appointments - The President made the following committee appointments:

Finance Committee: Ralene Adler *
Elayne Bernstein
Marietta DiCamillo
Mischa Schwartz

Personnel Committee: Marietta DiCamillo*
Jo Ann Farley
Steve Glaser
Renée Zarin

Branch Committee: Jo Ann Farley *
Elayne Bernstein
Ralene Adler

The Level Committee is an ad hoc committee of the Board and continues as currently constituted.

* Chairperson

Public Comment:

Stanley Schimmel concerning public participation at committee meetings.
Bill Morrill concerning advance notification of committee meetings.

Preliminary discussion on changes to voting procedures. - Item tabled for discussion at March 18th Board Meeting.

Committee Reports:

Parkville: Committee will meet at the branch on March 20, 1997 to continue discussion of plans for renovation. Report by Ralene Adler.

Lakeville: Patron survey in process. Committee met at Branch and will continue discussion of branch needs. Report by Jo Ann Farley.

Levels: Committee to complete report of findings and present them to the Board at the April 15, 1997 meeting. Mr. Sobel was appointed to the Committee by Mr. Glaser. Report by Ralene Adler.

OTHER

Concerning videotaping of Library patrons at Main election period on January 27, 1997.

On motion by Renée Zarin, seconded by Elayne Bernstein, that the Library Director destroy the videotape placed in the Main Library at the direction of the President of the Board which recorded the movement of library patrons at the Main Library on election day, January 27, 1997.

After discussion by Board members the rendering of a favorable opinion by Board Counsel and comments from members of the public, Emanuel Kline and Bill Morrill, the vote was called.

VOTE: Yes 2 (Bernstein, Zarin)
No 4 (Adler, DiCamillo, Farley, Glaser)
Motion defeated.

President Glaser directed the Library Director to make the videotape available for public viewing.

Concerning Trustee Vacancy

Motion made by Renée Zarin, seconded by Elayne Bernstein, to schedule interviews with the two candidates selected by the Nominating Committee to fill the seat vacated by Cynthia Engel in conformance with the By-Laws of the Library Association.

After discussion by the Trustees, comments from members of the public Emanuel Kline and Bill Morrill, and statement by Board Counsel that he would offer a written legal opinion as to the concerns raised about delaying the interview process, Mrs. Zarin agreed to **table** the motion for discussion to the next board meeting on March 18, 1997.

NEW BUSINESS

Appointment of Attorney: Tabled for March 18 meeting to review new proposal.

Dial-In Computer Services:

Upon motion made by Steven Glaser, seconded by Renée Zarin, and after discussion, it was **resolved** that the Board of Trustees authorize the library to distribute Black Knight and Norway shareware to patrons to register as dial-in, patrons to be required to sign a form and reimburse the library 50 cent to the cost of the disk.

VOTE: Yes 6 (Adler, Bernstein, DiCamillo, Farley, Glaser, Zarin)
Motion carried unanimously

Transcription at Board Meetings - Discontinuance

Upon motion made by Steven Glaser, seconded by Elayne Bernstein, and after discussion, it was **resolved**, that for future meetings, that we not have a stenographer present in order to save money. After discussion by Trustees the motion was rescinded by Mr. Glaser

1997 ALA Conference

Upon motion made by Steven Glaser, seconded by Renée Zarin, and after discussion, it was **resolved** that the Board approve sending three librarians to the 1997 ALA Conference to be held in San Francisco, not to exceed \$4,755.

VOTE: Yes 6 (Adler, Bernstein, DiCamillo, Farley, Glaser, Zarin)
Motion carried unanimously

Purchase of Shelving

Upon motion made by Steven Glaser, seconded by Elayne Bernstein, and after discussion, it was **resolved** that the Board of Trustees authorize the expenditure of \$4,255 for shelving for the reference department.

VOTE: 6 (Adler, Bernstein, DiCamillo, Farley, Glaser, Zarin)
Motion carried unanimously.

Upgrading of Telecommunications lines at Branches - Discussion only.

Review of By-Laws -Charge to Attorney/Director - Tabled.

Other

Availability of Draft Minutes

Upon motion made by Marietta DiCamillo, seconded by Steven Glaser, and after discussion, it was **resolved** that copies of draft minutes be distributed at each board meeting so the public may be informed.

VOTE: Yes 6 (Adler, Bernstein, DiCamillo, Farley, Glaser, Zarin)
Motion carried unanimously

Approved minutes at Branches

Upon motion made by Marietta DiCamillo, seconded by Elayne Bernstein, and after discussion, it was **resolved** that a copy of all the official minutes be maintained at Lakeville, Parkville, and Station branches so that the public can be informed.

VOTE: Yes 6 (Adler, Bernstein, DiCamillo, Farley, Glaser, Zarin)
Motion carried unanimously

Open Time: No public comment

ADJOURNMENT

Upon motion made by Ralene Adler, seconded by Steven Glaser, and after discussion, it was **resolved** to adjourn the Meeting of the Board of Trustees.

VOTE: Yes 6 (Adler, Bernstein, DiCamillo, Farley, Glaser, Zarin)
Motion carried unanimously.

Respectfully submitted

Renée Zarin
Secretary