

**GREAT NECK LIBRARY
Minutes of the Regular Meeting
of the Board of Trustees
Tuesday, March 18, 1997 -8:00 p.m.
Main Library**

The Regular meeting of the Board of Trustees of the Great Neck Library was held on Tuesday, March 18, 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 forum:

Ralene Adler
Marietta DiCamillo
Jo Ann Farley
Steve Glaser
Mischa Schwartz

Trustee Elayne Bernstein arrived at 9:05 p.m.

Also present: Ken Weil, Library Director
 Neil Zitofsky, Business Manager

CALL TO ORDER

President Steve Glaser called the meeting to order at 8:10 p.m.

MINUTES

Upon motion by Jo Ann Farley, seconded by Marietta DiCamillo, and after discussion, it was **resolved** to accept the minutes of the Annual Meeting, January 27 and January 28, 1997.

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

Due to questions raised by several Trustees concerning the minutes of the February 25, 1997 Regular Meeting of the Board and the Budget Meeting on March 4, 1997, approval of those minutes were tabled. The President asked that all comments regarding the minutes be sent to the Secretary, Renée Zarin prior to the next meeting.

CORRESPONDENCE

Michael Katz, 2/26/97 re: missing reference material. Mr. Katz was not present.
Ellen Charlop, 3/1/97 (two letters) Ms. Charlop spoke concerning children's programming at Lakeville Branch; and recommended a contractor for branch renovation.

Arthur Lerner, 3/4/97 spoke concerning REAP request for use of Community Room twice a month.

TREASURER'S REPORT

During the month of February, our revenue was \$830,963; expenses were \$589,343. There are no outstanding expenditures for the month.

The Operating Fund balance was \$3,473,577 which is on deposit at the 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 \$13,242; Main Expansion fund was \$475,015, and the Automated Library fund was \$122,532. Significant variance was noted in the expense categories of Personnel Service, Building and Administrative Categories. The 1996 Retroactive Payout was made in the beginning of February, explaining the rise to Personnel Service and it appears that items paid in February were zero in January.

The Treasurer commended the work of the Director, Business Manager and business office staff.

Upon motion made by Marietta DiCamillo, seconded by Jo Ann Farley, and after discussion, it was **resolved** that the February 1997 treasurer's report with the February 22 through March 12, personnel changes be adopted as presented.

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

Upon motion made by Marietta DiCamillo, seconded by Ralene Adler, 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 March 1997 regular meeting of the Board of Trustees check number 11457 through 11533 and checks 11534 through 11614, the sum set against their respective names amounting in the aggregate to \$127,432.55.

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

LIBRARY DIRECTOR'S REPORT (Attached B)

OLD BUSINESS

Committee Appointments to Nominating Committee

President Glaser asked for nominations for the two Board appointed seats on the Nominating Committee. Ralene Adler nominated Arthur Lerner and Rebecca Mostel. Renée Zarin nominated Suzette Gross. After discussion of the nominees, President Glaser called for the vote.

Suzette Gross - 1 (Zarin)

Rebecca Mostel -6 (Adler, DiCamillo, Farley ,Glaser, Schwartz, Zarin)

Arthur Lerner - 5 (Adler, DiCamillo, Farley, Glaser,Schwartz)

Rebecca Mostel and Arthur Lerner having garnered the most votes were appointed to the Nominating Committee for a one year term.

Board Appointment of Attorney

Upon motion made by Steve Glaser, seconded by Ralene Adler, and after discussion, it was **resolved** that we approve the contract with Mr. Cullen, or the firm of Behrens, Loew and Cullen for an annual retainer fee of \$7,000 in the form submitted to us in the package and that we select alternative or general retainer alternative B for the period February 1, 1997 through January 31, 1998.

VOTE: Yes, : 4(Adler, DiCamillo, Farley, Glaser)
No - 2 (Schwartz, Zarin)

Public Comment

Gladys Ross re: effect of hourly fee on cost of legal services.

Approval of Asbestos Contract

Upon motion made by Marietta DiCamillo, seconded by Mischa Schwartz, and after discussion, it was **resolved** to award EWT Contracting Corporation/Fiber Control and Brand Services for asbestos abatement boiler room and book room project 11550-002-001 in a proposal dated March 7, 1997 for an amount not to exceed \$20,000.

VOTE: Yes - 7 (Adler, Bernstein, DiCamillo, Farley, Glaser,Schwartz, Zarin)
Motion Carried Unanimously

Special Election - amendment to By Laws to reduce number of Trustees.

Upon motion made by Elayne Bernstein, seconded by Steve Glaser, and after discussion, it was **resolved** that the Director prepare a plan for a special election to amend the By Laws solely to reduce the number of Trustees to seven with a proposed scheduling in September and to prepare a report to the Board to be approved at the next meeting.

VOTE: Yes - 7(Adler,Bernstein, DiCamillo, Farley, Glaser, Schwartz, Zarin)
Motion Carried Unanimously

Discussion of 1998 Operating Budget

Board members and the Library Director continued an informal discussion of the preliminary budget in preparation for Budget Hearing scheduled for April 8, 1997.

Public Comment

Karen Rubin re: base year for budget discussion.
Richard Boyle re: holding expenditures to present levels.
Bill Morrill re: preference for program budgeting approach.

Recess at 10:31p.m. Meeting resumed at 10:36 p.m.

Committee Reports

LEVELS: Trustee Elayne Bernstein was appointed to the committee. Report noted infrequent student participation at the committee meetings. Ralene Adler reported.

LAKEVILLE: Committee met on March 5th and continues their discussions. Next meeting scheduled for April 9th. Jo Ann Farley reported.

Public Comment

Richard Boyle re: availability of space for LEVELS programming.
Bill Morrill re: LEVELS use of space.

NEW BUSINESS

Extending Sunday hours at Parkville

Upon motion made by Marietta DiCamillo, seconded by Elayne Bernstein, and after discussion, it was **resolved** that the Board of Trustees approve the opening of the Parkville Branch from 1:00 to 5:00 p.m. on Sundays through June 16, 1997. The maximum additional cost would be for the additional Sunday hours and shall not exceed \$360 per Sunday.

VOTE: Yes: 7 (Adler, Bernstein, DiCamillo, Farley, Glaser, Schwartz, Zarin)
Motion Carried Unanimously.

NYSALB Conference

Upon motion made by Steven Glaser, seconded by Marietta DiCamillo, and after discussion, it was **resolved** to approve a sum sufficient for the registration of up to four Trustees at the NYSALB Conference in an amount not to exceed \$500.

VOTE: Yes- 7 (Adler, Bernstein, DiCamillo, Farley, Glaser, Schwartz, Zarin)
Motion carried unanimously.

Proposed Direct Access Policy

Report by Director concerning Nassau Library System's Direct Access policy.
No action necessary or taken.

Other

Sunday Hours at Main

Ralene Adler requested and received clarification from the Library Director that Sunday hours at Main would return to the 1:00 p.m. to 5:00 p.m. schedule at the end of March.

Great Neck Chamber of Commerce: Membership

Upon motion made by Steve Glaser, seconded by Ralene Adler, and after discussion, it was **resolved** that the Great Neck Library purchase a membership in the Great Neck Chamber of Commerce and that Trustees and the Executive Director be entitled to reimbursement for customary charges.

VOTE: Yes -4 (Adler, Farley, Glaser, Schwartz)
No - 3 (Berstein, DiCamillo, Zarin)
Motion carried.

Public Comment

Richard Boyle re: legality of reimbursing expenditures for Trustees.
Bill Morrill re: counsel review of resolution.

Long Range Planning Committee

Upon motion made by Mishca Schwartz, seconded by Renée Zarin and after discussion, it was **resolved** to set up a Long Range Planning Committee to look into the needs of the Library in the foreseeable future to establishment of this Long Range Committee to begin its operation after the April board meeting.

VOTE: Yes 3 - (Bernstein, Schwartz, Zarin)
No 4 - (Adler, DiCamillo, Farley, Glaser,)

Motion defeated.

Public Comment

Bill Morrill re: approval of Long Range Planning Committee.

Open Time

Richard Boyle re: absence of Trustees from committee meetings.

Upon motion made by Steve Glaser, seconded by Ralene Adler, and after discussion, it was **resolved** to adjourn the meeting of March 18, 1997.

VOTE: Yes - 7 (Adler, Bernstein, DiCamillo, Farley, Glaser, Schwartz, Zarin)
Motion Carried Unanimously

Meeting ended 11:10 p.m.

Respectfully submitted,

Renée Zarin
Secretary