

**GREAT NECK LIBRARY**  
**MINUTES OF THE REGULAR MEETING**  
**OF THE**  
**BOARD OF TRUSTEES**  
**TUESDAY, APRIL 23, 1996**  
**8:00 P. M.**

The regular meeting of the Board of Trustees of the Great Neck Library was held on **Tuesday, April 23, 1996** at the offices of the Library on Bayview Avenue, Great Neck, N.Y. 11024.

The following Trustees were present constituting a quorum:

Ralene Adler  
Elayne Bernstein  
Marietta DiCamillo  
Cynthia Engel  
Jo Ann Farley  
Steve Glaser  
Muriel Kane  
Renée Zarin

Also present:

Ken Weil, Library Director  
Joe Latini, Assistant Director  
Arlene Nevens, Assistant Director  
Carol Melnick, Library Counsel  
Attendance sheet attached.

**CALL TO ORDER**

President Jo Ann Farley, called the meeting to order at 8:00 p.m. for the purposes of the scheduled Executive Session to discuss personnel issues. 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: 8 (Adler, Bernstein, DiCamillo, Engel, Farley, Glaser, Kane, Zarin)

*MOTION CARRIED UNANIMOUSLY.*

The President reconvened the Public Meeting at 8:53 p.m. for the purpose of the Regular Meeting of the Board of Trustees.

## MINUTES

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

**RESOLVED**, that the Minutes of the Regular Meeting of the Board of Trustees, Tuesday, February 27, 1996, Page 11, Section 2 & 3 be adopted as presented.

The motion was tabled pending further examination and research.

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

**RESOLVED**, that the Minutes of the Board of Trustees Meeting, Budget Review, Tuesday, March 5, 1996 be adopted as presented.

**VOTE:** Yes: 8 (Adler, Bernstein, DiCamillo, Engel, 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 Minutes of the Regular Meeting of the Board of Trustees, Tuesday, March 19, 1996, be adopted as presented.

**VOTE:** Yes: 8 (Adler, Bernstein, DiCamillo, Engel, 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 Minutes of the Board of Trustees Meeting, Budget Review, Tuesday, March 26, 1996 be adopted as presented.

**VOTE:** Yes: 8 (Adler, Bernstein, DiCamillo, Engel, 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 Minutes of the Special Meeting of the Board of Trustees, Monday, April 1, 1996, be adopted as presented.

**VOTE:** Yes: 6 (Adler, Bernstein, DiCamillo, Engel, Farley, Glaser)  
Abstained: 2 (Kane, Zarin)  
*MOTION CARRIED.*

## OPEN TIME

The President called for Open Time due to the number of individuals in attendance.

*Barbara Stevens, President, Staff Association*, read correspondence from the Staff Association dated April 11, 1996 which concerned current negotiations between the Staff Association and the Board Personnel Committee.

*Harriett Fargnoli, Chairperson, Staff Negotiating Committee*, expressed interest to continue negotiations.

*Jo Ann Farley* thanked them for their comments.

## CORRESPONDENCE

- A. Alice Sheff, Voter Service Director, League of Women Voters of Great Neck to Mr. Kenneth S. Weil of March 29, 1996

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

**RESOLVED**, that the Board of Trustees approve a \$700.00 contribution to the League of Women Voters of Great Neck to be issued in September 1996 for publication and distribution of the Annual Voter's Guide, to the Great Neck and New Hyde Park area.

**VOTE:** Yes: 7 (Adler, Bernstein, DiCamillo, Engel, Glaser, Kane, Zarin)  
Abstained: 1 (Farley)

### **TREASURER'S REPORT**

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

**RESOLVED**, that the March 1996 Treasurer's Report with Payroll changes be adopted as presented.

**VOTE:** Yes: 8 (Adler, Bernstein, DiCamillo, Engel, Farley, Glaser, Kane, Zarin)  
*MOTION CARRIED UNANIMOUSLY*

### **LIBRARY DIRECTOR'S REPORT:** Appended hereto.

*Helen Crosson, Reference Librarian, Main Library*, presented a report about the Sixth Annual Conference of the Public Library Association held in Portland, Oregon (Muriel Turk and Ken Weil also attended). The theme of the conference was public access for library patrons through technology. Seminars attended by Ms. Crosson, were Internet, staff development and training. Ms. Crosson stressed the importance of Staff and patron education, team training and improving technological services.

### **OLD BUSINESS**

#### A. Direct Access

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

**RESOLVED**, that the Board of Trustees approve the proposed Direct Access Plan and that a letter be sent to a member of the Library Director's Committee on Direct Access and the Nassau Library System endorsing the proposal which will bring Nassau County into compliance with New York State's intent on Direct Access.

**VOTE:** Yes: 8 (Adler, Bernstein, DiCamillo, Engel, Farley, Glaser, Kane, Zarin)  
*MOTION CARRIED UNANIMOUSLY*

**B. Business Manager**

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

**RESOLVED**, that the Board of Trustees appoint H. Neil Zitofsky for the position of Business Manager at a salary of \$55,000.00 per annum.

**VOTE:** Yes: 8 (Adler, Bernstein, DiCamillo, Engel, Farley Glaser, Kane, Zarin)  
*MOTION CARRIED UNANIMOUSLY*

Mr. Zitofsky first day of employment shall be May 13, 1996 and shall have orientation and transitional meetings with the Finance Committee.

At 10:18 p.m. a short recess was taken and the President reconvened the meeting at 10:26 p.m.

**C. Legal Services**

Criteria for Selection of Legal Counsel will be placed on the Agenda of the May 28, 1996 Regular Meeting of the Board of Trustees. The President asked that all Board Members submit their criteria for selection of Legal Counsel.

**D. Asbestos Survey**

After Board discussion, Steve Glaser requested that Joe Laptini and Ken Weil prepare a list of professionals qualified to evaluate and review the Asbestos Survey and develop a comprehensive plan.

**E. Other**

Renée Zarin inquired as to the status of the Branch Committee. Jo Ann Farley advised a meeting is presently being scheduled.

## NEW BUSINESS

### A. Policy and By-Laws Committee Report

Ralene Adler requested that members of the Board submit dates of availability during the summer (July and/or August), to schedule working Board sessions for the purpose Board Policy Review. She asked asked for their recommendations, thoughts and ideas about changes, policies, and anything they would like to discuss on an agenda for these meetings.

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

**RESOLVED**, that the Board Policy Manual, page G3, Article 5, current paragraph 3 will be amended as follows: "A total of twenty (20) *children's* twenty-eight (28) day books may be taken out on summer loan between June 1st and mid-August. The due date is September 15th. and paragraph 4, second sentence will read: "*Children's* twenty-eight (28) day books may be renewed to take on summer loan, but summer loans may not be renewed upon their return." The balance of Article 5 remains the same.

**BE IT FURTHER RESOLVED**, that the Board Policy Manual, page G10, Article 11, first sentence of the Policy Manual be amended as follows: "All materials may be reserved through use of the reserve form.", and the fifth and sixth sentence will be removed. The balance of Article 11 remains the same.

The summer loan program apply to children's twenty-eight (28) day books and that the books in demand program be eliminated and make all copies reservable.

**VOTE:** YES: 8 (Adler, Bernstein, DiCamillo, Engel, Farley, Glaser, Kane, Zarin)  
*MOTION CARRIED UNANIMOUSLY.*

### B. Proposed World Wide Web Site Report

Jo Ann Farley moved this topic to later in the meeting.

**C. Public Library Association Meeting**

Helen Crosson gave a report earlier concerning this meeting.

**D. Purchase of Microfilm Reader Printer**

Upon motion made by Steve Glaser, seconded by Cynthia Engel, and after discussion, it was,

**RESOLVED**, that the Board of Trustees authorize an expenditure not to exceed \$5,900.00 for the purchase of the Canon NP90 microfilm machine with pedestal, 100 R roll film carrier, auto exposure and zoom lens.

**VOTE:** YES: 8 (Adler, Bernstein, DiCamillo, Engel, Farley, Glaser, Kane, Zarin)

*MOTION CARRIED UNANIMOUSLY.*

**E. Nassau County Library Association Conference**

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

**RESOLVED**, that the Board of Trustees approve an expenditure not to exceed \$400.00 to register up to ten (10) staff members for the Long Island Library Conference to be held at the Huntington Town House on May 15, 1996.

**VOTE:** YES: 8 (Adler, Bernstein, DiCamillo, Engel, Farley, Glaser, Kane, Zarin)

*MOTION CARRIED UNANIMOUSLY.*

**F. Application for the Community Room**

The Board received a letter from the Global Harmony House requesting use of the community room. The Board of Trustees requested that the Director attain additional information concerning the application prior to making its decision. The matter was deferred pending the receipt and review of this additional information.

**OPEN TIME:** None

**OTHER**

Ken Weil, Joe Lantini and Arlene Nevins gave an educational demonstration depicting aspects of content-related Internet Web Sites through an actual connection. The Board of Trustees commented that this topic should be seriously evaluated and revisited at a later date.

**ADJOURNMENT**

Upon motion made by Steve Glaser, seconded by Ralene Adler the meeting adjourned at 11:26 p.m.

Respectfully submitted,



Marietta DiCamillo  
Secretary