

DRAFT

Approved 2/9/99

**GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
Tuesday, January 19, 1999
8:00 P.M.**

A Meeting of the Board of Trustees of the Great Neck Library was held on **Tuesday, January 19, 1999**, at the Main Building, Bayview Ave. at Grist Mill Lane, Great Neck, NY 11023. (Agenda attached.)

The following Trustees were present constituting a quorum:

Mischa Schwartz, President
Elayne Bernstein, Vice President
Catherine Moore, Treasurer
Steve Glaser, Assistant Treasurer
Renée Zarin, Secretary
Ralene Adler
Marietta DiCamillo

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

CALL TO ORDER

President Mischa Schwartz called the meeting to order at 8:08 p.m.

MINUTES

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

RESOLVED, that the Board of Trustees approve the minutes of the meeting of December 15, 1998, as corrected.

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

TREASURER'S REPORT

During the month of December, 1998, revenue received was \$844,001.56 Total expenses were \$702,040.13.

At the close of business, December 31, 1998, total operating fund holdings were \$1,670,204.28 which were on deposit at Marine Midland Bank and The Bank of New York, in US Treasury Bills, and in Petty Cash funds at Main and the Branches. This sum includes \$670,803.51 in reserves designated for renovations to the Parkville and Lakeville Branches.

Additionally, the balance of the Main Building and Special Services fund was \$1,210,155.80; the Automated Library fund was \$174,230.38; the Restricted Gift fund was \$11,077.90; the Branch and Special Services fund was \$188,565.70. These funds totaled \$1,584,029.78 on December 31, 1998.

Upon motion by Catherine Moore, seconded by Renée Zarin, and after discussion, it was,

RESOLVED, that the Board of Trustees accept the December, 1998, Treasurer's Report with the Personnel Changes of December 19, 1998, through January 18, 1999.

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

Upon motion by Catherine Moore, seconded by Elayne Bernstein, and after discussion, it was,

RESOLVED, that the Board of Trustees authorize the Treasurer to pay the persons named in the Check Registers dated December 10, 1998, through January 13, 1999. Paid Checks numbered 1017 through 1019, and 15848 through 15951, Checks To Be Paid numbered 15952 through 16117, the sums set against their respective names, amounting in the aggregate to \$257,023.52.

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

LIBRARY DIRECTOR'S REPORT (Attached)

OLD BUSINESS

Auditor's Letter of Agreement

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

RESOLVED, that the Board of Trustees of the Great Neck Library authorize the execution, by the President or Vice President, of a revised letter of agreement with Graber and Co., Certified Public Accountants, for the performance of a certified audit of the Library's financial statements, for the year ended December 31, 1998, at a cost not to exceed \$13,500 to be charged to the Audit/Accounting Fees budget line.

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

Public Comment: Bill Morrell re: Y2K concerns.

Attorney's Letter of Agreement

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

RESOLVED, that the Board of Trustees authorize an extension of its current legal services agreement with Behrens, Loew, and Cullen, Attorneys-at-Law, dated April 10, 1998, for the period February 1, 1998, through January 31, 1999, for a two month period through March 31, 1999. All terms are to be the same as the expiring agreement, prorated for such two month period.

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

American Library Association Conference

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

RESOLVED, that the Board of Trustees authorize the attendance of three staff members at the 1999 American Library Association Conference to be held in New Orleans at a total cost not to exceed \$4,500, to be charged to the Travel, Conference and Meeting budget line.

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

Worker's Compensation

Upon motion by Renée Zarin, seconded by Marietta DiCamillo, and after discussion, it was,

RESOLVED, that the Board of Trustees authorize the renewal of the Graphic Arts Mutual Insurance Company Worker's Compensation policy for calendar year 1999 as proposed by Sterling and Sterling, at a gross premium of \$28,339, to be charged to the Worker's Compensation budget line.

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

Children's Room Redesign

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

RESOLVED, that the Board of Trustees authorize the redesign of the Children's Room of the Main Library in accordance with the proposal presented by architect Todd Harvey at a cost not to exceed \$66,000. Funds to come from the Main Building and Special Services Fund.

January 19, 1999

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

NEW BUSINESS

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

RESOLVED, that members of the Great Neck League of Women Voters Association Library Study Committee be permitted - 1) to observe the recording of the proxies when they are retrieved from the Post Office, 2) to observe on the day of the election (similar to a poll watcher), and 3) to observe when the proxies are counted.

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

President Schwartz called a recess at 8:45 p.m., awaiting arrival of the Library's legal counsel, William Cullen.

President Schwartz reconvened meeting at 8:53 p.m. inviting Counselor Cullen to speak to the issues of the voting process and what is signified by the certification of the Great Neck Library Association membership list pursuant to Not-for-Profit Corporation Law, and other applicable statutes.

Public Comment:

Bill Morrill re: bulk mail address verification

Marianna Wohlgemuth re: election fliers

Bob Sobel re: Levels

Muriel Turk re: Levels

Barbara Zeller re: election process

JoAnn Farley, Debbie Shichtman, Bob Sobel re: returned proxies

Upon motion by Renée Zarin, seconded by Ralene Adler, the meeting was adjourned at 10:10 p.m.

Respectfully submitted,

Renée Zarin
Secretary