

**GREAT NECK LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, November 23, 1993**

The regular meeting of the Board of Trustees was held on **Tuesday, November 23, 1993**, at the Lakeville Branch Library on Great Neck Road, Great Neck, N.Y. 11021.

The following Trustees were present constituting a quorum:

Elayne Bernstein
Jack Eber
Jo Ann Farley
Richard Fuhrman
Muriel Kane
Dolly Relkin
Renee Zarin

Absent with prior notification: Arthur Lerner

Also present: Ken Weil, Library Director
Joe Latini, Assistant Director

CALL TO ORDER

President Elayne Bernstein called the public meeting to order at 8:10 p.m.

MINUTES

Ms. Bernstein asked for approval of the minutes of October 26, 1993, copies of which had been distributed to each Trustee prior to the meeting. Motion made by Renee Zarin, seconded by Muriel Kane, and carried unanimously, it was,

RESOLVED, that the minutes of
October 26, 1993 be accepted as amended.

CORRESPONDENCE

- a. League of Women Voters to Elayne Bernstein 10/27/93
- b. Marianna Wohlgemuth to Elayne Bernstein 10/31/93
- c. Ken Weil to Marianna Wohlgemuth 11/19/93
- d. Ken Weil to Marietta DiCamillo 11/21/93

Duly noted and commented on.

TREASURER'S REPORT

After review and discussion a motion made by Renee Zarin, seconded by Jo Ann Farley, and carried unanimously, it was,

RESOLVED, that the Board of Trustees acknowledge receipt of the October 31, 1993 Financial Statements and adopt the payroll changes for the same period.

Dolly Relkin recommended that the wording in the Financial Statement under Less Disbursements, the terms such as Change in A/P Balance and Change in Exchange Accounts be made clear so anyone can understand the language.

LIBRARY DIRECTOR'S REPORT - Ken Weil reported on the following:

1. Circulation statistics are still not completely accurate, but this month's report gives more information on the categories of materials borrowed. One of the new reports which our system provides is a breakdown of book acquisitions by type of material purchased.
2. One of the sections of the boiler at the Main Library sprang a leak. A new section is to be installed as soon as possible. Because the boiler is only a few years old the manufacturer has agreed to replace the part free of charge. We will also ask the manufacturer to assume part, if not all, of the labor costs involved.
3. Ken Weil held a meeting with the Superintendent of Secondary Education and the librarians from Great Neck Middle and High Schools to encourage the school libraries to take advantage of our Library's online catalog and circulation system.

4. Now that the Kindergarten classes will be moved to the Parkville School we will continue to explore in earnest, any joint efforts, that may enhance library service to the children and to our Parkville patrons.

5. Board members were given a copy of the proposed *Mission Statement for the Library 1999* which will be on the Agenda for the next board meeting.

6. Risha Rosner, Assistant Head of the Reference Department gave a brief report on the NYLA Convention.

7. The Station Branch lease will be up for renewal soon. The Branch Committee will meet prior to the next board meeting so that an appropriate recommendation can be made.

8. The Board Personnel Committee will also meet in December.

9. Reviewed important dates.

OLD BUSINESS

1. Director's & Officers Liability Insurance - The Director's and Officers Liability Insurance is up for renewal on November 28, 1993. Motion made by Jack Eber, seconded by Jo Ann Farley, and carried unanimously, it was,

RESOLVED, that the Board of Trustees approve the renewal, through School Brokerage Corp. of our Director's & Officers Liability insurance policy for 1993-94 with the National Union Fire Insurance Co. at a premium of \$9,550.

2. Building Program Committee Report - Muriel Kane presented a Progress Report dated November 1993. Some of the discussions which took place are:

1. Temporary Parking
2. Development of New Parking Spaces
3. Building Program Alternatives.

The five options presented as the Building Alternatives are:

- 1A. Existing Schematic Design as proposed
40,000 sq. ft. addition and renovation
- 1B. Modified Schematic Design
36,000 sq. ft. addition and renovation
2. Expand the Building upward and outward
30,000 sq. ft. addition and renovation

- 3A. New building on south side of District
40,000 sq.ft. addition
- 3B. New building on south side of District
30,000 sq. ft. addition.

Also included was a cost comparison table.

The Board Steering Committee discussed the formation of a Citizens Advisory Steering Committee consisting of 5 individuals whose charge will be to appoint a Citizens Advisory Building Committee. Board members were asked to submit names to the President by December 10th.

The Committee has concluded that options 1A and 1B offer the community the best district wide enhancement of library service at the least cost. The Committee also concluded that a schematic design for option 1B is needed to provide a complete comparison between options 1A and 1B and recommended the sum not to exceed \$30,000 be allocated for architectural expenses to develop a new schematic design for option 1B.

After discussion it was the consensus of the Board to table the \$30,000 cost for a schematic design until the next meeting but to proceed with the Citizens Advisory Steering Committee and the Citizens Advisory Building Committee.

Motion made by Muriel Kane, seconded by Richard Fuhrman, and carried unanimously, it was,

RESOLVED, that the Board President appoint five individuals to serve as a Citizen's Advisory Steering Committee for the proposed building expansion. The Citizen's Advisory Steering Committee shall be charged with appointing a Citizen's Advisory Building Committee to consist of the Citizens Advisory Steering Committee and 20 to 25 other individuals, who are charged with the task of reviewing the work of the Board's Steering Committee for the proposed building expansion and providing to the Board's Steering Committee their thoughts and recommendations to the extent feasible. The

Citizen's Advisory Building Committee should represent the diverse viewpoints of the Community. The Board Steering Committee shall designate one of its members who, together with the Library Director shall serve as liaison from the Board Steering Committee to the Citizen's Advisory Committee.

NEW BUSINESS

1. Security and Custody Agreement - Counsel, Steve Limmer reviewed third party collateral agreements for the Board.

Motion made by Renee Zarin, seconded by Jo Ann Farley that the Board go into executive session to discuss the release of executive session minutes.

Public Meeting adjourned at 10:25 p.m.

The Public Meeting reconvened at 10:40 p.m. Motion made by Renee Zarin, seconded by Jo Ann Farley, and carried unanimously, it was,

RESOLVED, that due to the confidentiality of the requested Executive Session minutes the Board voted not to release them.

Respectfully submitted,

Jack Eber
Secretary