

GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
Tuesday, November 24, 1998
8:00 P.M.

A Meeting of the Board of Trustees of the Great Neck Library was held on **Tuesday, November 24, 1998**, at the Station Branch of the Great Neck Library, Great Neck Road, Great Neck, NY 11021. (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
- Todd Harvey, Beatty, Harvey and Associates

CALL TO ORDER

President Mischa Schwartz called the meeting to order at 8:10 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 September 15, 1998, as corrected (correction attached).

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

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 October 13, 1998, as presented.

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

November 24, 1998

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

RESOLVED, that the Board of Trustees approve the minutes of the meeting of November 3, 1998, as presented.

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

Special Guest Presentation:

Todd Harvey, Harvey, Beatty and Associates, reported on the construction bid received from Quad Construction for the Branch Renovation Project: Lakeville and Parkville. The bid is \$425,000. This is the lowest bid received for the project. (See attached cost breakdown.) The amount is for the construction portion only. The total estimated cost for the Branch Renovation Project Lakeville and Parkville is \$753,185.

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

RESOLVED, that the Board of Trustees award the Construction Contract for the Branch Renovation Project: Lakeville and Parkville to Quad Construction Corporation, 71 Gazza Blvd., Farmingdale, New York, at a total cost of \$425,000, per its proposal dated November 24, 1998. Such contract award is subject to the contractor obtaining all surety bonds, insurance certificates and other requirements specified in the Bid Documents and the submission of a full disclosure statement, which is acceptable to the Board of Trustees. This bid is further subject to the School District's renewal of the Parkville lease for a term of ten years. The Board further authorizes the President or Vice-President to execute the construction contract in the form approved by legal counsel. The Board further authorizes William Cullen, Esq., to prepare the construction contract for this renovation project.

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

TREASURER'S REPORT

During the month of October, 1998, revenue received was \$44,975.87. Total expenses were \$464,346.06.

At the close of business, October 31, 1998, total operating fund holdings were \$2,076,703.55 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 \$648,378.17 in reserves designated for renovations to the Parkville and Lakeville branches.

Additionally, the balance of the Main Building and Special Services fund was \$1,221,051.02; the Automated Library fund was \$234,745.20; the Restricted Gift fund

was \$13,212.84; the Branch and Special Services fund was \$218,730.57. These funds totaled \$1,688,739.63 on October 31, 1998.

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

RESOLVED, that the Board of Trustees accept the October, 1998, Treasurer's Report with the Personnel Changes of October 12, 1998, through November 23, 1998.

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 October 7, 1998, through November 17, 1998. Paid Checks numbered 1060 and 15362 through 15498 and Checks To Be Paid numbered 15499 through 15638, the sums set against their respective names, amounting in the aggregate to \$416,647.63.

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

LIBRARY DIRECTOR'S REPORT (Attached)

BRANCH COMMITTEE REPORTS:

Elayne Bernstein, Chair, confirmed the status of the Parkville/Lakeville renovations as reported on by the Director and comments on the support of the Advisory Committee at their last meeting.

Station: Janice Josephson, Co-Chair with Genie Napolitano, of the Station Branch Advisory Committee was asked to present the report.

1. The Committee wrote the following mission statement for the Branch: "The Station Branch of the Great Neck Library serves a growing, ethnically diverse population of senior citizens, young marrieds, families with young children, teenagers, and commuters that is, for the most part, centered on the densely populated downtown Great Neck area. In order to adequately meet the informational, educational, and recreational needs of this population, we continue to provide the latest in print, audiovisual, and electronic materials, in a congenial environment."
2. Space needs of the Branch. The committee, along with the Director, is looking into ways to expand the branch, use

the basement space in an effective manner, or reconfigure the existing space.

Lakeville: Elayne Bernstein reported on the previous evening's meeting which updated the committee on the renovation project.

OTHER

Trustee Adler reported on the latest Chamber of Commerce Meetings, and the NLS Annual Meeting held at the Oceanside Public Library, and encouraged the Board to attend the next NLS meeting on December 21, 1998.

Board Secretary Zarin, reported on the Northport/East Northport Library System's workshop, "Building Boom -A Look at Library Renovation and Rebuilding on Long Island" sponsored by Long Island Library Resources Council. At this workshop, Todd Harvey, of Beatty, Harvey and Associates, spoke on the simultaneous renovation work successfully completed by his company for the Northport/East Northport Main and Branch Library buildings.

OLD BUSINESS

Candidates for Election

Board Secretary, Renée Zarin announced that there are two contested positions and read the complete list of candidates.

Board of Trustees

To fill the expired term of Renée Zarin

Nominating Committee Endorsed Candidate: Joyce Klein
Independent Nomination by Petition: None

To fill the expired term of Ralene Adler

Nominating Committee Endorsed Candidate: Bette Weidman
Independent Nomination by Petition: Ralene Adler

Nominating Committee

To fill the expired term of Jean Christie

Nominating Committee Endorsed Candidate: John Brickman
Independent Nomination by Petition: None

To fill the expired term of Linda Cohen

Nominating Committee Endorsed Candidate: Linda Cohen
Independent Nomination by Petition: None

To fill the expired term of Marianna Wohlgemuth

Nominating Committee Endorsed Candidate: Marianna Wohlgemuth
Independent Nomination by Petition: Valerie Molinaro Birnbach

Biographical information about the candidates will appear in the January/February issue of the Library's newsletter. In January, the Library will send all Association members, a postcard specifying polling place and other election information.

BOARD ACTION ITEMS

SNOW REMOVAL CONTRACT - MAIN LIBRARY

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

RESOLVED, that the Board of Trustees award the snow removal contract for the coming season to Melville Snow Removal with the base cost of \$1,450, plus scheduled costs as specified in the contract, per their price quote dated 11/19/98, to be charged to the Service Contracts Budget Line.

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

MEETING USE APPLICATION

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

RESOLVED, that the Board of Trustees approve Use of Library Meeting Rooms applications which are in conformance with Library Policy.

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

PERSONNEL

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

RESOLVED, that the Board of Trustees abolish the position of Cleaner effective 1/1/99.

and further move that the Board of Trustees of the Great Neck Library create the position of Custodian effective 1/1/99.

and further move that Jose Rodriguez, current holder of the title of Cleaner, be appointed to fill the newly authorized position of Custodian effective 1/1/99 at the entry level salary specified in the Collective Bargaining Agreement for the title of Custodian.

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

NYS RETIREMENT SYSTEM UPGRADE FROM SECTION 75c TO 75i

Upon motion by Catherine Moore, seconded by Mischa Schwartz, and after discussion, it was,

RESOLVED, that the Board of Trustees does hereby elect to provide additional pension benefits of Section 75-i of the Retirement and Social Security Law, as presently or hereafter amended, effective December 1, 1998.

VOTE: Yes - 6 (Bernstein, DiCamillo, Glaser, Moore, Schwartz, Zarin)
Abstain - 1(Adler)
Motion carried

Public Comment: Bill Morrill

PARKVILLE LEASE EXTENSION

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

RESOLVED, that the Board of Trustees approve the lease agreement with the Great Neck School District for the site occupied by the Parkville Branch of the Great Neck Library, in accordance with the terms contained in the appended agreement, subject to further minor modifications in language as approved by the Library's legal counsel and the Library Director. Furthermore, the President and Vice President are authorized to execute, said lease in a form approved by Legal Counsel.

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

NEXT MEETING DATE

Informal vote on changed date for next meeting from December 22, 1998, to December 15, 1998. All members, except Ms. Adler, agreed to the change.

OPEN TIME

No discussion

ADJOURNMENT

Upon motion by Elayne Bernstein, seconded by Marietta DiCamillo, the meeting was adjourned at 9:50 p.m.

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

Respectfully submitted,

Renée Zarin
Secretary