

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE
GREAT NECK LIBRARY ASSOCIATION

Tuesday, November 27, 1990

The regular meeting of the Board of Trustees of the Great Neck Library was held on **Tuesday, November 27, 1990**, at the offices of the Library on Bayview Avenue at Grist Mill Lane, Great Neck, N.Y. 11024.

The following Trustees were present constituting a quorum:

Elayne Bernstein
Jack Eber
Jo Ann Farley
Muriel Kane
Emanuel Kline
Arthur Lerner
Dolly Relkin

Absent with Prior Notification: Renee Zarin

Also Present: Kenneth S. Weil, Library Director
Joe Latini, Assistant to the Director

CALL TO ORDER

The 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 23, 1990, copies of which had been distributed to each Trustee prior to the meeting. The following motion made by Arthur Lerner, seconded by Jo Ann Farley, and carried unanimously, it was,

RESOLVED, that the minutes of
October 23, 1990 be accepted as amended.

PUBLIC HEARING - No members of the public attending.

COMMUNICATIONS

a. S. Butwin to Northbrook Insurance - Informing Northbrook about the Board's feeling regarding the 1990 renewal pricing of our insurance package policy.

b. Northbrook to S. Butwin - Northbrook's response explaining that according to the change in the N.Y. State Regulation 129, they are restricted to 15% maximum schedule credit. Furthermore, they have never quoted an account with an 18 month pricing commitment.

It was the general consensus of the Board that next year, several months before the due date of our insurance policy, we submit formal bids and also inform Stanley Butwin.

TREASURER'S REPORT

After review and discussion Dolly Relkin moved, seconded by Jo Ann Farley, and carried unanimously, it was,

RESOLVED, that the Board acknowledge receipt of the October 31, 1990 Financial Statement of Schutz, Gladstone, Madonna & Co., plus the payroll changes for the same period.

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

1. No further news about the Parkville ramp. We are still waiting to hear from the Town of North Hempstead regarding the permit.
2. Have looked at plans and made some revisions regarding Station's proposed renovations. Steve Limmer has indicated that architect should prepare plans and specifications for the landlord's review.
3. Weber Construction is interested in completing the punch list for Levels.

LIBRARY DIRECTOR'S REPORT (Cont'd.)

4. N.Y. State's change of law governing the cost of the pension plan - total cost for this year (including the last payment for the incentive program) is approximately \$30,000 less than budgeted. In 1991 the cost will be reduced even further. However, we should anticipate a significant increase in 1992.

5. In reference to Mr. Boyle's letter in the Great Neck Record requesting that a memorial plaque be placed in the Library in honor of Mrs. Eldridge, the Library has not heard directly from any one involved.

OLD BUSINESS

a. Personnel Matters - Upon motion duly made and seconded the Board went into executive session at 8:35 p.m. to discuss Personnel Matters.

The public meeting reconvened at 8:45 p.m.

Upon motion made by Arthur Lerner, seconded by Dolly Relkin, and carried unanimously, it was,

RESOLVED, that in the interest of improving the efficiency of the Library administration the Board approve the revisions of pages C1-C3 of the Board Policy Manual entitled "Responsibilities of Library Director, Assistant Directors, and Assistants to the Director" effective January 1991.

Upon motion made by Arthur Lerner, seconded by Emanuel Kline, and carried unanimously, it was,

RESOLVED, that the Great Neck Library Board of Trustees adopt the Organization Chart Administrative Structure (page C-4 of the Board Policy Manual), effective January 1991.

OLD BUSINESS (Cont'd.)

Upon motion made by Dolly Relkin, seconded by Arthur Lerner, and carried unanimously, it was,

RESOLVED, that the two new positions of Assistant Director be filled effective January 1991 by promoting Arlene Nevens and Joe Latini. Joe Latini will serve as Acting Assistant Director until he completes his Library Degree (MLS). It is expected that he will receive his degree in May of 1991.

Motion made by Jo Ann Farley, seconded by Muriel Kane, and carried unanimously, it was,

RESOLVED, that the Small Conference Room be converted to an office for Arlene Nevens, and the existing AV office be divided to create a separate office for Joe Latini.

Ken Weil thanked the Board for their support in addressing important issues and for all the time they have committed to selecting an architect.

Muriel Kane commended the Director, Ken Weil, for his solidness in the planning of the personnel changes, and for his efforts on improving the overall operation of the Library and stated that the Board is most appreciative.

b. Architect Selection - Discussions were held on selecting architects and visiting building sites. It was decided that Board Members, Ken Weil and Joe Latini will visit building sites on Friday, Dec.7th and Tuesday, Dec. 11th and possibly Friday, Dec.14th.

c. Historical Booklet

1. Elayne Bernstein reviewed the covering letter to be mailed with the Historical Booklet.

2. Request to Increase Editor's Fee.

Motion made by Emanuel Kline, seconded by Jo Ann Farley, and carried unanimously, it was,

RESOLVED, that the Board approve the increase of \$500. for Karen Weisberg to compensate her for the unforeseen time dedicated to the Historical Booklet project.

d. Staff Negotiations - Dolly Relkin reported on behalf of the Board Personnel Committee. Negotiations have been concluded, the committee representing the staff has taken the proposal to the Staff Association for a vote. The complete package was reviewed with the Board. No attorneys were used, and a good feeling, warmth and mutual trust prevailed. It was a pleasure working together.

Motion made by Arthur Lerner, seconded by Emanuel Kline, and carried unanimously, it was,

RESOLVED, that the Board authorize the President to sign the contract when approved by the Staff Association.

FURTHER RESOLVED, that when the Staff Association approves the contract, that the Library binds the insurance with the new dental company by advancing the Jan.1, 1991 premium provided that the Staff Association covers the employee's share until such time as the regular payroll dental deductions are made in January 1991.

e. Art Exhibits-20th Anniversary Black Art Exhibit - Dolly Relkin reported on the opening of Bill Gottlieb's show "Portraits from the Golden Age of Jazz" -reception Sunday, Dec. 2nd. She also reported that for the 20th Anniversary of the Black Art Exhibit, Ivan Habersham will be inviting all artists that have exhibited for the last 20 yrs. It will be a dress-up event Saturday evening, Jan. 19th at 7:00 p.m. All Board members are invited to attend.

NEW BUSINESS

a. Purchase of Xerox Machine - Motion made by Emanuel Kline, seconded by Jo Ann Farley, and carried unanimously, it was,

RESOLVED, that the Board approve the expenditure of \$5,576 from the cash balance for the purchase of a Xerox 5046 photocopier for in-house use.

b. Community Room Applications - The Board approved the following applications for use of the Library meeting rooms:

World Travel Club
Hadassah - Ziona
Fleetwood Pool & Tennis

c. Other - Ken Weil reported that our agreement with our accountants, Schultz, Gladstone, Madonna & Co. will expire in January and requested permission to discuss with the accountants how much of this work we can do in-house. Board agreed.

ADJOURNMENT

Upon motion duly made and seconded the public meeting adjourned at 11:30 p.m.

Respectfully submitted

Renee Zarin
Secretary