

**GREAT NECK LIBRARY  
MINUTES OF THE  
BOARD OF TRUSTEES MEETING  
Tuesday, December 15, 1998  
8:00 P.M.**

A Meeting of the Board of Trustees of the Great Neck Library was held on **Tuesday, December 15, 1998**, 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

Absent with prior notice: Marietta DiCamillo

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

**CALL TO ORDER**

President Mischa Schwartz called the meeting to order at 8:00 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 November 24, 1998, as corrected.

**VOTE:** Yes - 6 ( Adler, Bernstein, Glaser, Moore, Schwartz, Zarin)  
*Motion Carried*

**CORRESPONDENCE**

Debbie Shichtman spoke to her letter requesting permission for the League of Women Voters Study Committee to observe the procedures of the upcoming election as part of the League's study of association libraries. (Correspondence attached.)

**TREASURER'S REPORT**

During the month of November, 1998, revenue received was \$54,600.28. Total expenses were \$551,353.44.

At the close of business, November 30, 1998, total operating fund holdings were \$1,562,073.04 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 \$639,983.88 in reserves designated for renovations to the Parkville and Lakeville Branches.

Additionally, the balance of the Main Building and Special Services fund was \$1,206,871.65; the Automated Library fund was \$214,453.61; the Restricted Gift fund was \$11,054.10; the Branch and Special Services fund was \$223,541.43. These funds totaled \$1,655,920.79 on November 30, 1998.

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

**RESOLVED**, that the Board of Trustees accept the October, 1998, Treasurer's Report with the Personnel Changes of November 24, 1998, through December 15, 1998.

**VOTE:** Yes - 6 (Adler, Bernstein, 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 November 18, 1998, through December 9, 1998. Paid Checks numbered 15639 through 15719, and Checks To Be Paid numbered 15720 through 15847, the sums set against their respective names, amounting in the aggregate to \$190,738.49.

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

LIBRARY DIRECTOR'S REPORT (Attached)

OLD BUSINESS

The candidates for the upcoming election were announced by the Secretary.

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

**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 - 6 (Adler, Bernstein, Glaser, Moore, Schwartz, Zarin)  
*Motion carried*

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

**RESOLVED**, that the Board of Trustees award the window replacement contract for the Parkville Branch of the Great Neck Library to Kelly Window Systems at a total cost of \$17,850 per their proposal dated December 3, 1998. (Note: Fund allocation appears in a subsequent resolution.)

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

**CONFIDENTIAL/MANAGEMENT EMPLOYEES**

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

**RESOLVED**, that the Board of Trustees extend employment letters of all Confidential/Management employees until March 31, 1999.

**VOTE:** Yes - 5 (Bernstein, Glaser, Moore, Schwartz, Zarin)  
Abstain - 1 (Adler)  
*Motion carried*

## ASBESTOS ABATEMENT SUPERVISION/AIR MONITORING CONTRACT

Upon motion by Steve Glaser, seconded by Catherine Moore, and after discussion, it was,

**RESOLVED**, that the Board of Trustees award the Asbestos Abatement Supervision/Air Monitoring Contract to Roy F. Weston of New York, Inc., in the amount of \$9,100 per their proposal dated October 26, 1998, in respect of the Parkville Branch project. (Note: Fund allocation appears in a subsequent resolution.)

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

## FUND TRANSFER

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

**RESOLVED**, that the Board of Trustees authorize the transfer of \$36,000 from the Branch and Special Services Fund as follows: \$33,000 to the Parkville Renovation Reserve Fund to cover additional costs of replacement windows, construction supervision, and asbestos abatement supervision, and \$3,000 to the Lakeville Renovation Reserve Fund for the additional cost of construction supervision.

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

## BUS CONTRACT

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

**RESOLVED**, that the Board of Trustees award the contract for Library bus service to Varsity Coach, in the form as presented to the board, for the provision of 40 hours of bus service per week at a cost of \$13.40 per hour for calendar year 1999, to be charged to the Bus Service Budget line.

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

## LIBRARY ELECTION

The Library Director reported, referring to her memo dated December 11, 1998, (attached) on the unusual number of computer generated proxy requests received at the Library and the cost involved to process them. She recommended mailing proxies to all members of the association. (See attached memo dated December 14, 1998.)

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

**RESOLVED,** that the Board of Trustees authorize the Director to mail proxies for the January 25th, 1999, election in a timely manner to every member of the Great Neck Library Association as of the record date of 12/14/98. The net cost of this mailing, not to exceed \$20,000. The money to come from budget line Maintenance/Insured Fund to the Election Expenses Fund. Mrs. Zarin read a statement in support of the resolution (attached).

Mrs. Adler read her letter in opposition to the resolution (attached).

President Schwartz read a statement submitted by Trustee DiCamillo (attached).

Director Salita read her memo dated December 14, 1998 (attached).

**VOTE:** Yes - 5(Bernstein, Glaser, Moore, Schwartz, Zarin)  
No - 1(Adler)

*Motion carried*

**PUBLIC COMMENT:** JoAnn Faley, Mordy Levington, Dorothy Olenese, Stanley Romaine, Gladys Ross, Karen Rubin, Stan Schimmel, Debbie Shichtman, Leslie Popoff, Marianna Wohlgemuth, Barbara Zeller.

#### PROXY BALLOT FORMAT

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

**RESOLVED,** that the Board of Trustees accept the ballot that was presented to us, which indicates the Nominating Committee candidate and the Independent Candidate as close to the traditional voting machine "finger pointer" as possible. (Attached proxy.)

**VOTE:** Yes -5 ( Bernstein, Glaser, Moore, Schwartz, Zarin)  
Opposed -1 (Adler)

*Motion carried*

#### NEW BUSINESS

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

**RESOLVED,** that members of the League of Women Voters Committee be permitted to study Association Libraries during the voting process to: 1) observe on the day of the election (similar to a poll watcher), 2) observe when the proxies are counted and 3) observe the posting of the proxies when they are brought to the Library, as part of the League's study of Association libraries.

**VOTE:** Yes - 6 (Adler, Bernstein, Glaser, Moore, Schwartz, Zarin)

*Motion carried*

## RENOVATION OF CHILDREN'S SECTION AT THE MAIN LIBRARY

The Director will have details at the January meeting.

### OPEN TIME

Marianna Wohlgemuth re: decision to send out proxy ballots to all Association members.

JoAnn Farley re: status of poll watchers.

Stan Romaine re: League of Women Voters observation of election.

### ADJOURNMENT

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

Respectfully submitted,

Renée Zarin  
Secretary