

**GREAT NECK LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, December 21, 1993**

The regular meeting of the Board of Trustees of the Great Neck Library was held on **Tuesday, December 21, 1993**, 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
Jo Ann Farley
Muriel Kane
Arthur Lerner
Dolly Relkin
Renee Zarin

Absent with prior notification: Jack Eber & Richard Fuhrman

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

CALL TO ORDER

President Elayne Bernstein called the public meeting to order at 8:07 p.m.

MINUTES

Ms. Bernstein asked for approval of the minutes of November 23, 1993, copies of which had been distributed to each Trustee prior to the meeting. Motion made by Dolly Relkin, seconded by Renee Zarin, and carried unanimously, it was,

RESOLVED, that the minutes of
November 23, 1993 be accepted as amended.

CORRESPONDENCE

- a. Barbara J. Tutino to Elayne Bernstein 11/19/93
- b. Ken Weil to Barbara J. Tutino 12/17/93
- c. Marianna Wohlgemuth to Robert J. Freeman 11/17/93
- d. Marianna Wohlgemuth to Board of Trustees 11/18/93
- e. Marietta A. DiCamillo to K. Weil 11/28/93
- f. Marianna Wohlgemuth to Bd. of Trustees 11/30/93
- g. Ken Weil to Marianne Wohlgemuth 12/17/93

Duly noted & commented on.

TREASURER'S REPORT

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

RESOLVED, that the Board of Trustees acknowledge receipt of the November 30, 1993 Financial Statements and adopt the payroll changes for the same period.

Ken Weil explained some of the Bookkeeping terms which are used in the Library's Financial Statements.

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

1. Circulation statistics are still not completely accurate. The Main Library shows a modest increase while each of the branches has a decrease in circulation.
2. The work on the concrete walkways and patio area has been completed.
3. The work on the parking lot at the Main Library has been completed. The new handicapped parking spaces have been added, the lot has been sealed, and speed bumps have been added. Due to the cold weather the striping of the parking spaces has been done on a temporary basis.
4. The Library has just received permission from the School Board to proceed with the painting and replacing of the ceiling tiles at Parkville. Work will proceed as quickly as possible.
5. A piece of sculpture which was on exhibit in the community room has been stolen. The incident has been reported to the artist, the police and our insurance agent. The work titled The Wise One, is valued at \$2,000.

OLD BUSINESS

1. Building Program Report - Muriel Kane reported that at the November 23rd board meeting the Board Steering Committee made a recommendation to approve the allocation of \$30,000. for architectural expenses to develop a schematic design for a 36,000 sq. ft. addition to the Main building as an alternative to the original 40,000 sq. ft design. The issue was tabled until the next board meeting. It is estimated that the revised design would reduce the construction cost by about \$500,000, would make additional parking available and would, in all probability, meet our building needs. However, a schematic design is essential in order to verify this.

Motion made by Muriel Kane, seconded by Arthur Lerner, that the Board of Trustees allocated an amount not to exceed \$30,000 from the Main Building Expansion Fund for a schematic design of a 36,000 sq. ft. addition to the Main Library Building.

After much discussion a vote was taken: two in favor, two opposed, two abstaining.

The Board Building Steering Committee was requested to meet again and present a clear report on what they are recommending to the Board. A charge for the Advisory Committee is yet to be prepared.

Elayne Bernstein thanked the board members who submitted names for the Citizens Advisory Steering Committee.

2. Great Neck Library 1999 Mission Statement - The Board reviewed and revised the "Proposed" Mission Statement of the Great Neck Library.

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

RESOLVED, that the Board of Trustees adopt the Proposed Mission Statement of the Great Neck Library as amended. Dated 12/21/1993.

NEW BUSINESS

1. Availability of Unapproved Minutes - The Library received a legal opinion from Counsel indicating that minutes should be prepared and made available to the public within two weeks.

Motion made by Renee Zarin, seconded by Arthur Lerner, and carried unanimously, it was,

RESOLVED, that the Board approve the release of minutes within two weeks. Such minutes should be clearly marked "Unapproved" or "Draft".

2. Station Branch Lease - Our existing lease for the Station Branch has an "Option to Extend" for an additional 5 year period beginning 1995. In order to exercise this option we must give written notice to the landlord to extend the term of the lease by January 31, 1994.

Motion made by Renee Zarin, seconded by Arthur Lerner, and carried unanimously, it was,

RESOLVED, that the Board of Trustees exercise its option to renew the Station Branch lease for an additional 5 year period beginning January 31, 1995.

3. Attorney Fees - In a letter to the Board of Trustees our attorney has requested an increase in his Annual Retainer.

Motion made by Jo Ann Farley, seconded by Renee Zarin, and carried unanimously, it was,

RESOLVED, that the Board of Trustees retain Schiffmacher, Cullen, Farrell & Limmer for 1994 at an annual retainer of \$7,000.- and at a hourly rate of \$195. for those matters not covered by the retainer.

OPEN TIME

Mr. Boyle suggested that the Board form a sub-committee to consider an appropriate way to honor the Eldridge family.

The Board Steering Committee will meet January 4, 1994 at 3:00 p.m.

Motion made by Arthur Lerner, seconded by Muriel Kane that the public meeting adjourn at 11:15 p.m. and that the Board go into executive session to discuss Personnel Issues.

The public meeting reconvened at 11:37 p.m.

Motion made by Muriel Kane, seconded by Arthur Lerner, and carried unanimously, it was,

RESOLVED, that the Board of Trustees approve the salary schedules for the Administrative Support Staff and the Assistants to the Director as proposed by the Board Personnel Committee.

Upon motion duly made and seconded the public meeting adjourned at 11:45 p.m.

Respectfully submitted,

Jack Eber
Secretary