

**GREAT NECK LIBRARY
BOARD OF TRUSTEES MEETING
Wednesday, December 21, 1994**

The regular meeting of the Board of Trustees of the Great Neck Library was held on **Wednesday, December 21, 1994**, at the office of the Library on Bayview Avenue, at Grist Mill Lane, Great Neck, N.Y. 11024.

The following Trustees were present constituting a quorum:

Jo Ann Farley
Muriel Kane
Arthur Lerner
Dolly Relkin
Renée Zarin

Absent with prior notification:

Elayne Bernstein
Jack Eber
Richard Fuhrman

Also present:

Ken Weil, Library Director
Arlene Nevens, Assistant Director
Joe Latini, Assistant Director
Attendance Sheet attached

CALL TO ORDER

President, Renée Zarin, called the public meeting to order at 8:10 p.m.

MINUTES

Renée Zarin asked for approval of the minutes of November 22, 1994, copies of which had been distributed to each Trustee prior to the meeting. Upon motion made by Arthur Lerner, seconded by Muriel Kane, and carried unanimously it was,

RESOLVED, that the minutes of
November 22, 1994 meeting be accepted as
presented.

CORRESPONDENCE

- a. Dr. Irving Abelow to Board of Trustees 11/16-Taxes
- b. Ken Weil to Dr. Abelow 12/15
- c. Emily Stern to Board of Trustees 11/20 - Noisy Children's Room
- d. Ken Weil to Emily Stern 12/15
- e. Lawrence Gross to Renée Zarin 12/8 - Parkville Floor

Noted as listed.

Renée Zarin reviewed the Parkville floor problem as to who is responsible for repairs. The school has offered to pay half the cost. Some Board members requested a breakdown of the cost. A copy of the December 12th memo to the Board Building Committee will be sent to all Board members.

TREASURER'S REPORT

In the absence of the Treasurer, Muriel Kane, Assistant Treasurer, and Library Director, Ken Weil reviewed the November 1994 Financial Statements. After discussion and upon motion made by Muriel Kane, seconded by Jo Ann Farley, and carried unanimously, it was,

RESOLVED, that the Board acknowledge receipt of the November 30, 1994 Financial Statement and adopt the Payroll Changes for the same period.

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

1. Circulation was down 9.3% system wide for November in comparison to the same period last year. Over the next month Ken Weil would like to analyze our circulation statistics in an effort to identify strategies to enhance our circulation.

2. The Station Branch sign has been installed. The lights were turned on today!!

3. Met with Steve Limmer to review proposed changes to the Parkville Lease. Will be meeting with the Board's Branch Committee to review and solicit suggestions.

4. On Friday, December 2nd some of our staff went out to Middle Country Library and spent the day exchanging ideas and dialog. Earlier in the year some of the Middle Country's staff came to Great Neck and spent the day.

5. Mrs. Aida Snow made a \$1,000 contribution to the Library in memory of her husband, Adolf, an avid library user. The funds will be used to present a basket of books to the parents of newborn residents. The basket would contain a child's first library card, a first book, and books for parents on parenting and child development. The child's book would be a gift and the parenting books would be on loan from the library. The program begins January 9th, Mr. Snow's birthday, for infants born after that date.

6. A substantial collection of opera and classical recordings was made to the AV department (146 CD's 25 videos & 208 cassettes). The donation was presented to the Library by Mrs. Linda Cohen at the request of her deceased husband, Richard.

OLD BUSINESS

1. Children's Room Report - In the absence of Elayne Bernstein, Joe Latini, Assistant Director, gave a brief overview of the Children's Department Report.

The purpose of the report was to familiarize the Library Board of Trustees with the status of Children's Services by providing an overview of users, staff, budget, collections and programs. The report is available as part of the minutes. Lisa Paulo, children's librarian, reported that many children's programs grew due to the increase of the baby population. She also mentioned the lack of space in the children's room, and children being left in the library all day.

2. CD-ROM Project - Joe Latini reviewed the progress of automation in the Library to date. He stated that in an effort to improve patron access to reference tools, we have been exploring CD-ROM technology. CD-ROM stands for "Compact Disk, Read-Only Memory" and is a high capacity, digital information storage medium which allows users to access and read information stored on the compact disk.

Over the past several months we have been pursuing the implementation of such a system-wide CD-ROM network. We have received six proposals, and have narrowed the field to two vendors who offer superior products and support. The final decision rests on further clarification of some minor details and final negotiations. Both vendors are offering incentives for a commitment in 1994. It would be possible to do so if funds are made available. In order to proceed expeditiously and allow for further clarification and negotiation with the vendors, upon motion made by Muriel Kane, seconded by Arthur Lerner, and carried unanimously, it was,

RESOLVED, that the Board allocate \$150,000.00 from the 1993 fund balance to be applied to the Automated Library Fund for the purchase of a CD-ROM network, necessary work stations and associated CD-ROM database products.

NEW BUSINESS

1. Attorney Retainer - After review and discussion upon motion made by Arthur Lerner, seconded by Dolly Relkin, and carried unanimously, it was,

RESOLVED, that the Board of Trustees retain Schiffmacher, Cullen, Farrell & Limmer for 1995 at a annual retainer of \$7,000 and at a hourly rate of \$200. for those matters not covered by the retainer. (letter dated Nov.15, 1994)

2. Community Room Application - The Board approved the following application for use of the meeting rooms:

Women's American ORT - Nassau Singles

3. Other - Ken Weil thanked the public who help make all of this possible, the Board for guidance and support on the CD-ROM Project and the hard working staff and particularly Joe Latini and Arlene Nevens for all their efforts.

Renée Zarin stated that the second site for voting at the Annual Association Meeting on Monday, January 30, 1995, is at the Great Neck South High School Auxiliary Gym.

OPEN TIME - Questions were received and responded to regarding voting, and special attorneys for the CD-ROM project.

ADJOURNMENT

Upon motion duly made and seconded, the public meeting adjourned at 9:30 p.m.

Respectfully submitted,

Dolly Relkin
Secretary