

**GREAT NECK LIBRARY  
MINUTES OF THE  
BOARD OF TRUSTEES MEETING  
Tuesday, February 24, 1998**

A meeting of the Board of Trustees of the Great Neck Library was held on **Tuesday, February 24, 1998** at the Main Library on Bayview Avenue at Grist Mill Lane, Great Neck, N.Y. 11024 ( Agenda attached).

The following Trustees were present constituting a quorum:

Ralene Adler  
Elayne Bernstein, Vice-President  
Marietta DiCamillo  
Steve Glaser, Assistant Treasurer  
Catherine Moore, Treasurer  
Mischa Schwartz, President  
Renée Zarin, Secretary

Also present: Arlene Nevens, Interim Library Director  
Neil Zitofsky, Business Manager  
William Cullen, Library Counsel

**CALL TO ORDER**

The President, Mischa Schwartz, called the meeting to order at 8:00 p.m.

**MINUTES**

Upon motion by Marietta DiCamillo, seconded by Steve Glaser, and after discussion, it was ,

**RESOLVED**, that the Board of Trustees approve the Minutes of January 6th, 1998 as amended.

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

**MINUTES**

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

**RESOLVED**, that the Board of Trustees approve the Minutes of January 20th, 1998 as amended.

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

Upon motion made by Marietta DiCamillo, seconded by Ralene Adler and after discussion, it was,

**RESOLVED**, that any Resolution, voted on the Board of Trustees, which involves a money expenditure be submitted identifying the proper General Ledger Account, the date, the duration of time (in the case of a service contract), the amount and a reference to the supporting document.

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

## **CORRESPONDENCE**

The following reflects correspondence addressed to the Board of Trustees and received at least one week prior to Board Meeting. Writers present at meeting may speak to their letter. (3 minutes)

Jacqueline Sigman not present.

Amy Serwitz spoke re: Request to conclude Staff Contract negotiations.

Marianna Wohlgemuth spoke re: (1) Acknowledgement of work of Former Trustee and Nominating Committee Members, (2) Criteria for appointment of Nominating Committee Member, (3) Language of person attending previous Board meeting.

Mary Peckerman not present.

Susan Krieger not present.

Mr. and Mrs. A. Krieger not present.

## **TREASURER'S REPORT**

During the month of January, revenue received was \$833,502.54, total expenses were \$380,105.20. There are no outstanding expenditures for the month of January.

At the close of business, January 31, 1998, total operating fund holdings were \$2,168,078.89, which are on deposit at Marine Midland and Chase Manhattan Banks in U.S. Treasury Bills and in petty cash funds at Main and the branches.

This sum includes a \$390,000 reserve designated for renovations of the Parkville and Lakeville branches. Additionally, the balance of the Main building and special services fund was \$1,337,476.

The automated library fund was \$232,836. The restricted gift fund was \$13,305. The branch and special services fund was \$300,237. These funds total \$1,883,854.

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

**RESOLVED**, that the Board of Trustees accept the January 1998 Treasurer's Report with the personnel changes on January 21, 1998 through February 24, 1998.

*Motion Tabled.*

Upon motion made 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 register dated January 17, 1998 through February 29, 1998, pay checks numbering 13578 through 13692 to be paid; checks numbered 13693 through 13799, the sum set against their respective names amounting in the aggregate of \$223,412.94.

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

Upon motion by Steven Glaser, seconded by Marietta DiCamillo, and after discussion, it was,

**RESOLVED**, that the Board of Trustees, after this meeting, not have a stenographer present at meetings and eliminate this item as an expense on our budget.

*Motion Withdrawn.*

### **Presentation of Citations**

The President, Mischa Schwartz presented the following Citations;

To JoAnn Farley in appreciation of her work as a member of the Nominating Committee and the Board of Trustees; to Gladys Ross for her service on the Nominating Committee; and to Harold Schnitman for his service on the Nominating Committee. Rebecca Mostel was also given thanks for her one (1) year service on the Nominating Committee.

*Recess 8:55 p.m. to 9:00 p.m.*

**DIRECTOR'S REPORT** (Attached)

Arlene Nevens, Interim Director, also presented a report alerting the trustees to the possibility of Universal Discounts for technological improvements for schools and libraries to be offered by the FCC.

Board Discussion. No action taken

**Public Comment**

Harold Schichtman spoke to the issue.

Joe Latini, Head of Computers/Maintenance/Audio Visual/Levels; responded to questions from the Board.

**CARPETING**

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

**RESOLVED**, that the carpeting for the lobby and community room of the Main building be removed from the contract previously agreed to by the Board of Trustees, upon knowledge that this contractual change holds no penalties.

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

**OLD BUSINESS**

Committee Assignments: The President appointed Trustees to the following committees:

Personnel Committee	Steve Glaser, Chair Marietta DiCamillo Renee Zarin Mischa Schwartz, Ex Officio
Branch Committe	Elayne Bernstein, Chair Ralene Adler Catherine Moore Mischa Schwartz, Ex Officio
Finance Committee	Catherine Moore, Chair Steve Glaser Mischa Schwartz, Ex Officio

Long Range Planning	Mischa Schwartz, Chair All Board Members
Search Committee(Director)	Marietta DiCamillo, Chair All Board Members
Policy and By-Law Committe Nominating Committee	To be appointed later in the year Marjorie Kurcias

To fill the remaining Board appointed seat on the Nominating Committee, the President, Mischa Schwartz, nominated Mel Goldberg, Trustee Ralene Adler nominated Linda Burkhardt.

**VOTE:** Mel Goldberg - 4 - (Bernstein, Moore, Schwartz,Zarin)  
Linda Burkhardt - 3 - (Adler, DiCamillo, Glaser)

Mr. Goldberg was appointed to the Nominating Committee for one (1) year.

#### **BOARD MEETING LOCATIONS**

A new meeting schedule for 1998, including locations, was distributed. (Attached)

**REPORT OF ANNUAL ELECTION:** Report by William Cullen,Esq. attached.

The Secretary, Renée Zarin recertified the results of the January 26, 1998 election to show that each member of the Nominating Committee received one (1) additional vote. (Final election results attached)

#### **Public Comment:**

Joanne Farley, Manny Kline, Bobbie Zeller regarding election process.

#### **OTHER**

##### **Voting Machines**

Upon motion by Ralene Adler, Seconded by Marietta DiCamillo, and after discussion, it was

**RESOLVED**, that the Board of Trustees make voting machines available at all branches in the 1999 election.

**VOTE:** Yes - 6 (Adler, Bernstein, DiCamillo, Glaser, Moore, Schwartz)  
No - 1 (Zarin)

*Motion Carried*

## **NEW BUSINESS**

### **Expenses for Library Director candidates**

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

**RESOLVED**, that the Board of Trustees authorize the reimbursement of the travel expenses: coach airfare, transfer by cab and moderate hotel room, of those candidates traveling over one hundred (100) miles (automobile travel at 32.5 cents per mile), and also authorize the transfer of \$2,500 from the Director's office salary line to the local travel line to cover such costs.

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

## **COMMUNITY ROOM APPLICATION**

Upon motion by Ralene Adler, seconded by Marietta DiCamillo, and after discussion, it was,

**RESOLVED**, that the Board of Trustees approved the Community Room application requested by Horizon House.

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

## **OTHER**

President, Mischa Schwartz, asked for future discussion of the following issues. (No action requested.)

Trustee access to the Board Attorney  
Trustee priviledges in library  
Trustee access to the library staff

## **OPEN TIME**

Ellen Baskin Re: Scheduling of Lakeville Meeting.

**EXECUTIVE SESSION**

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

**RESOLVED**, that the Board of Trustees go into Executive Session for the purpose of discussing personnel matters (10:42 p.m.)

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

Return to Public Session 11:50 p.m.

Upon motion by Steve Glaser, seconded by Mischa Schwartz and after discussion, it was,

**RESOLVED**, that the Board of Trustees accept the January 1998 Treasurer's Report with the personnel changes on January 21, 1998 through February 24, 1998.

**VOTE:** Yes - 7 (Adler, Bernstein, DiCamillo, Farley, Glaser, Schwartz, Zarin)  
*Motion Carried unanimously*

Upon motion by Steve Glaser, seconded by Mischa Schwartz and after discussion, it was

**RESOLVED**, that the Board of Trustees of the Great Neck Library approve the appointment of Joseph Marchione as the Administrative Assistant for Computer Services for a period of one (1) year effective March 1, 1998 through March 1, 1999 at an annual salary of \$30,000;

**AND FURTHER RESOLVED**, the Board authorize the President to execute a letter of employment in accordance with these terms between the Board of Trustees and Joseph Marchione.

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

**ADJOURNMENT:**

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

**RESOLVED**, that the Regular Meeting of the Board of Trustees , February 24, 1998 be adjourned .

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

Meeting adjourned at 12:07 a.m.

Respectfully submitted,

Renee Zarin  
Secretary