

GREAT NECK LIBRARY
BOARD OF TRUSTEES MEETING
GREAT NECK LIBRARY ASSOCIATION

Tuesday, February 25, 1992

The regular meeting of the Board of Trustees of the Great Neck Library was held on **Tuesday, February 25, 1992**, 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
Emanuel Kline
Arthur Lerner
Dolly Relkin
Renee Zarin

Also present:

Ken Weil, Library Director
Joe Latini, Assistant Director
Arlene Nevens, Assistant Director
Steven Limmer, Counsel

Absent with prior notification: Jack Eber, Muriel Kane

CALL TO ORDER

President Elayne Bernstein called the public meeting to order at 8:03 p.m.

MINUTES

Ms. Bernstein asked for approval of the minutes of January 21, 1992 and January 28, 1992, copies of which have been distributed to each Trustee prior to the meeting. The following motion made by Arthur Lerner, seconded by Emanuel Kline, and carried unanimously, it was,

RESOLVED, that the minutes of the January 21, 1992 meeting be adopted as presented.

Motion made by Arthur Lerner, seconded by Jo Ann Farley, and carried unanimously, it was,

RESOLVED, that the minutes of the January 28, 1992 regular meeting be adopted as presented.

The Minutes of the Annual Meeting of January 28, 1992 were received and accepted for presentation at the next annual meeting of the Great Neck Library Association.- January 1993

COMMUNICATIONS

- a. A. Udow to Board of Trustees - January 25, 1992
- b. E. Bernstein to A. Udow - February 6, 1992
- c. J. Adler to E. Bernstein - Regarding campaign issues. Board felt no action was required.
- d. W. Knobler to E. Bernstein - Jan. 22, 1992 -Requesting complete revision of the By-Laws and organizing a Citizens' Advisory sub-committee. Board formed a By-laws Committee.
- e. W. Knobler to E. Bernstein - Jan. 20, 1992 - Issues raised at Annual Meeting - He questioned the item Other Expenses - \$187,924 on the December Financial Statement.

Ken Weil reported on the breakdown:

\$17,451 - Mini Van

11,473 - Xerox copier for public use

159,000 - Transfer to automated fund to pay for

balance of the cost of the online catalog.

Voter Qualifications - Ken Weil stated that a number of years ago to make membership more democratic, when patrons applied for a library card they automatically became members of the Association unless they declined. Purging predates current situation.

N.Y.S. Not-For-Profit Corporation Law - Steve Limmer stated that 611 does not require purging of the list. He reviewed the election and found the election and voting proper.

- f. A. Blecker to Board of Trustees - Jan. 25, 1992 In reference to non-members using the library.

g. David Zielenziger to E. Bernstein - Ken Weil responded to:

1. Public Relations

Cost of Centennial Booklet \$42,394

Newsletter (bi-monthly) varies with issue 8,000

Format is constantly being reviewed and under consideration.

Brochures for Art Committee 698.53

We did not purchase loving cups, plaques, pens, etc.

2. Building Expenses

Cost of Heating building \$ 16,809

Converted to gas 2 years ago

Insulated Glass Windows - This is a capital improvement and we need to know the future of this building first.

Energy Audit - Joe Latini is in the process of looking into a electrical audit.

3. Videos - No extra staff was added to the AV Room. Circulation for videos has doubled and we reduced staff by 1 full timer. Our video budget, compared to other libraries, is fourth in size. Fee -We do not charge a fee. Charging a fee may not be legal. Taxpayers are already paying for it.

4. Parking Lot - Video users are not the only people who add to the parking problem. Patrons come to use telephones, copy machines, etc.

5. Homeless by Saddle Rock Bridge - This is not our jurisdiction; if it involved patron/staff safety then the Library would become involved.

h. Lakeville Estates Civic Association - E. Bernstein - Thanking the Board for modernizing and updating Parkville Branch.

i. R. Boyle, J. Adler, & W. Knobler - E. Bernstein.

1. Validity of Election

2. By-law Revision - this item is going into committee

3. Solicitation of Charitable Contributions - Ms. Bernstein referred this question to the Board's Finance Committee.

4. Tip Program - Mr. Weil stated Great Neck residents are always encouraged to apply for job openings at the Library.

5. Conversion to Public Library - Mr. Weil replied it was more advantageous to be an Association Library.

Mr. Al Udow offered his comments on being in office too long; the Annual Meeting which presented no opportunity for him to be heard; he did speak with a Board member and gave him some written ideas on the election process; hopes he will present them for consideration.

Mr. Knobler again questioned voting qualifications and also stated purging based on card usage is contrary to membership. Mr. Limmer replied the validity of the election is based on membership list. Elayne Bernstein explained how the cut-off date came about and the Board is aware and the By-Laws Committee will be looking into this.

Mr. Boyle disagreed with Mr. Limmer regarding the legality of the elections. Requested that the By-Laws Revision Committee deal with Article V., Section C.

TREASURER'S REPORT

After review, a motion made by Arthur Lerner, seconded by Renee Zarin, and carried unanimously, it was,

RESOLVED, that the Board of Trustees acknowledge receipt of the January 31, 1992 Financial Statement plus payroll changes and the 1992 salaries. (copy attached to the minutes). *

FURTHER RESOLVED, that the President is hereby authorized to sign the employment contract with the Library Director for the year 1992-93 according to the terms agreed upon.

Dolly Relkin stated that there be no increase in the 1993 Budget.

* Salary information is available in the Director's Office upon request.

LIBRARY DIRECTOR'S REPORT - In addition to his written report Mr. Weil reported on the following:

1. The additional election results are:

Arthur Lerner	1,376
Leah Foodim	1,298
Mona Oppenheim	1,282
Sandra O'Connor	1,284

2. 1992 is off to a good start - circulation was up in January by 11%.

3. Starting today Parkville's hours have been increased by seven hours per week. Starting on Wednesday, March 11th, another story hour is being offered.

4. A MacIntosh computer and a Fax machine have been purchased for each of the Branches. Installation at Station Branch will be delayed until the renovation work is completed.

5. Reported on the Online Catalog Update.

6. Library book bags are now circulating. Patrons have expressed a desire to purchase the bags.

7. The new Xerox machine at the main library has an adapter that utilizes a VendaCard, a form of credit card.

8. A donation had been offered to the Library by Mr. Lawrence Levine for the purpose of establishing a media center in the Children's Department. A gift of \$13,807. has been received.

9. Dr. and Mrs. Marvin Sinkoff members of the G.N. community have donated to the Library an original oil painting by A. Dobkin, entitled "Pete".

10. Mr. Weil asked that a date be set for a meeting of the Board Policy Committee to review the Board Policy Manual.

11. An update of the Great Neck Library Organization Manual has been completed and will soon be distributed to Board Members.

12. In an effort to reduce frustrations to the public and to discourage unnecessary crowding of the parking lot, admittance to selected music recitals will be by ticket. Tickets will be used for the first time for Gilbert & Sullivan's Princess Ida on April 26th. Tickets will be available prior to that date.

13. Personnel Changes have achieved savings over the past six months due to four retirements. In each instance the Library reduced the number of staff hours.

14. Two of our staff members are out with long-term illness-

OLD BUSINESS

a. Annual Election - Mr. Limmer restated that the election results were valid and stand as completed.

b. Board Meeting Dates - Motion made by Renee Zarin, seconded by Emanuel Kline, and carried unanimously, it was,

RESOLVED, that the Board of Trustees adopt the proposed meeting dates for 1992-93.

c. Appointment of Committee to Review By-Laws - Elayne Bernstein appointed the following Trustees to serve on the Committee to review the By-Laws: Jack Eber, Dolly Relkin, Arthur Lerner and Elayne Bernstein. Renee Zarin and Jo Ann Farley are to serve as alternates.

d. Recommendation for award of construction contract for Station Branch - Motion made by Emanuel Kline, seconded by Renee Zarin, and carried unanimously, it was,

RESOLVED, that the Board of Trustees approve the signing of a contract with the Eiten Organization in the amount not to exceed \$113,125. pending review by our attorney.

Mr. Knobler and Mr. Boyle questioned the bids.

NEW BUSINESS

a. Swing Money - Motion made by Renee Zarin, seconded by Dolly Relkin, and carried unanimously, it was,

RESOLVED, that the Board of Trustees approve the plan to distribute \$631.11 in 1991 Local Library Incentive Aid Swing Money to each NLS Member Library.

b. Health Insurance - Michael Whitley - Motion made by Renee Zarin, seconded by Emanuel Kline, and carried unanimously, it was,

RESOLVED,that the Board of Trustees approve that the Library pay the premium for Michael Whitley's health insurance in the amount not to exceed the premiums paid for other full time Library employees who have individual health insurance coverage.

ADJOURNMENT

Upon motion duly made and seconded the public meeting adjourned at 9:12 p.m.

Respectfully submitted.

Jack Eber
Secretary