

GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
Tuesday, February 28, 1995

The regular meeting of the Board of Trustees of the Great Neck Library was held on Tuesday, February 28, 1995, 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:

Ralene Adler
Elayne Bernstein
Jo Ann Farley
Richard Fuhrman
Arthur Lerner
Dolly Relkin
Renée Zarin

Absent with prior notification: Muriel Kane

Also present:

Ken Weil, Library Director
Arlene Nevens, Assistant Director
Attendance Sheet attached.,

CALL TO ORDER

President, Renée Zarin, called the meeting to order at 6:40 p.m. Upon motion made by Arthur Lerner, seconded by Dolly Relkin, the Board voted to go into executive session to discuss Real Estate matters and Personnel Issues.

Renée Zarin reconvened the regular meeting at 8:06 p.m. The President reviewed the responsibilities of the Board and Library Director which are set forth in the By-Laws and Board Policy Manual; the procedure for written communications to the Board; the procedures for Board Meetings; and encouraged members of the Staff and Community to attend meetings and share their concerns about the Library.

MINUTES

Renée Zarin, President, asked for approval of the minutes of January 17th and January 31, 1995, copies of which had been distributed to each Trustée prior to the meeting. Upon motion made by Arthur Lerner, seconded by Jo Ann Farley, and carried unanimously, it was,

RESOLVED, that the minutes of January 17, 1995 be accepted as presented.

Upon motion made by Elayne Bernstein, seconded by Jo Ann Farley, and carried unanimously, it was,

RESLOVED, that the minutes of January 31, 1995 regular meeting be accepted as amended.

The minutes of the Annual Meeting of the Association for January 30 and January 31, 1995 were reviewed and will be presented at the Annual Meeting in January 1996 for adoption by the Association.

CORRESPONDENCE

- a. Friedman Family to Renée Zarin 1/13 - Praising Library
Library response 2/22
- b. Todd Enterprises, Inc. to Bd. of Trustees 1/23 - quotation for CD-ROM system
Library response 2/13
- c. Marianna Wohlgemuth to Renée Zarin 2/3 - Committee Meetings
Library response 2/22
- d. Marianna Wohlgemuth to Renée Zarin 2/2 - AARP Defensive Driving
Library response 2/22
- e. Marianna Wohlgemuth to Renée Zarin 2/5/ - NLS Representative
Library response 2/22
- f. Marianna Wohlgemuth to Renée Zarin 2/5 - Requesting Bldg. Report
Library response 2/22

Duly noted & commented on.

Letter writer Marianna Wohlgemuth questioned why one of her letters was not listed on the Agenda. Ken Weil explained that all correspondence must be received the Monday preceding the week of the Board Meeting in order to be included in the Board packet.

TREASURER'S REPORT

After review and discussion and upon motion made by Arthur Lerner, seconded by Elayne Bernstein, and carried unanimously, it was,

RESOLVED, that the Board of Trustees acknowledge receipt of the January 31, 1995 Financial Statements and adopt the payroll changes for the same period.

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

1. Circulation was up 4.4% system wide for January in comparison to the same period last year. Main had a modest increase in circulation while Lakeville increased 5.5%, Parkville increased 15.8% and Station's circulation increased 18.7%.

2. The bathroom floor at Parkville has been repaired. In addition to the repair work, the Womens room was converted into a unisex bathroom and upgraded to make it handicapped accessible. The former Mens room was also converted into a unisex bathroom.

3. Adult access to public computers at the main library has been limited to those hours when Levels is closed. The area just outside of the AV Room is in the process of being set-up as an adult computer area, and will be available to the public during regular library hours. This should be available to the public in the next two weeks.

4. Full-text access to magazine articles is the latest enhancement to the Library's Online Public Access Catalog. This new service provides the full-text of articles from over 500 journals indexed in the General Periodicals Index. This service is available at terminals located at the Main Library and the Branches, or from home, by patrons using a computer with a modem. Mr. Weil stated that the Great Neck Library is the only public library on Long Island to offer patrons online access to full text-magazine articles. Next is our CD-ROM tower which should be available late March or April. We will be holding training sessions for staff and public. Arlene invited all board members for a demo.

5. A staff recognition breakfast has been scheduled for Wednesday, March 22nd at 8:30 a.m. Board members are cordially invited to attend.

Renée Zarin asked that board members hold Tuesday evenings free for additional meetings. It was also noted that the Treasurer and Assistant Treasurers should meet prior to the March 14th Budget Review.

OLD BUSINESS

a. Building Committee Report - Richard Fuhrman read parts of the Interim Report of the Building Committee to the Board of Trustees. He summarized the 5 portions, which are:

1. Objectives of Interim Report
2. Project History
3. Considerations
4. Proposed Resolutions
5. Conclusion

He stated that the Committee is recommending a system-wide plan to serve as a mandate to the Committee to move the process forward. He asked the Board to look seriously at the three resolutions.

At this time Al Udow made a public objection to closing the door to the Multipurpose room during the board meeting.

After many questions and much discussion, some Board members felt the resolutions were unnecessary and a duplication of a prior system-wide resolution. Also, that the report did not answer questions concerning funding, environment, plans for community input, a Board commitment to the Branches, preliminary drawings, and priorities for square footage, etc. Discussion was tabled until the next meeting.

The Building Committee was asked to bring back a clear explanation of their recommendation; costs and funding; and space allocations to be reviewed with the Director and Staff for the 34,000 square foot plan for the main building.

The Branch Committee asked for clarification of responsibilities between their Committee and the Building Committee. The Branch Committee was asked to report on philosophy and concepts for Station and Lakeville branches, and plans for Parkville.

NEW BUSINESS

a. Presentation to Richard Fuhrman - Renée Zarin presented Richard Fuhrman with a plaque honoring his service as a member of the Library Board of Trustees from January 1993 to February 1995. She stated that his cooperative spirit, fiscal acumen and good judgment were invaluable to us.

b. Innovative Interface Meeting - Staff Attendance. - Ken Weil reported that the Innovative User's Group meeting is scheduled from April 23-25th in Berkeley, Ca. and felt that it is important for us to keep current with future software enhancements to our system. Upon motion made by Arthur Lerner, seconded by Dolly Relkin, and carried unanimously, it was,

RESOLVED, that the Board of Trustees approve a budget of \$910.00 for Arlene Nevens to attend the Innovative User's Group meeting in Berkeley, Ca. from April 23-25th.

Renée Zarin expressed the Board's appreciation and complimented Arlene Nevens for the extremely good job she has done with new Computer services.

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

Gurdjieff Study Group

OPEN TIME - Questions were received and responded to regarding the status of the Parkville lease; the method of tracking home modem use; compact shelving; the Board's 5 yr. old inadequate survey on Building expansion; and circulation statistics.

At 10:05 p.m. upon motion by Elayne Bernstein, seconded by Dolly Relkin, and unanimously approved, the Board voted to go into executive session to discuss Personnel issues.

President, Renée Zarin, reconvened the public meeting at 11:00 p.m.

After review and discussion and upon motion by Richard Fuhrman, seconded by Elayne Bernstein, and carried unanimously, it was,

RESOLVED, that the Board of Trustees approve a 3% salary increase for 1995 for the Administrative Support Staff consisting of the Bookkeeper, the Administrative Assistant, the Personnel Assistant, and a part-time Accounts Payable Clerk, retroactive to January 1, 1995.

Upon motion by Arthur Lerner, seconded by Elayne Bernstein and unanimously approved, the public meeting adjourned at 11:05 p.m.

Respectfully submitted,

Dolly Relkin
Secretary