

MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
OF THE  
GREAT NECK LIBRARY ASSOCIATION

**Tuesday, May 21, 1991**

The regular meeting of the Board of Trustees of the Great Neck Library was held on **Tuesday, May 21, 1991**, 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  
Jack Eber  
Jo Ann Farley  
Muriel Kane  
Emanuel Kline  
Arthur Lerner  
Dolly Relkin  
Renee Zarin

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

**CALL TO ORDER**

President Elayne Bernstein called the public meeting to order at 8:10 p.m.

**MINUTES**

Ms. Bernstein asked for approval of the minutes of April 23, 1991, copies of which had been distributed to each Trustee prior to the meeting. The following motion made by Renee Zarin, seconded by Emanuel Kline, and carried unanimously, it was,

**RESOLVED**, that the minutes of  
April 23, 1991 be adopted as presented.

**PUBLIC HEARING** - No members of the public attended.

**COMMUNICATIONS** - None

### **TREASURER'S REPORT**

After discussion a motion made by Emanuel Kline, seconded by Jo Ann Farley, and carried unanimously, it was,

**RESOLVED**, that the Board  
acknowledge receipt of the April 30, 1991  
Financial Statement, and adopt the Payroll  
Changes for April 1991.

### **LIBRARY DIRECTOR'S REPORT**

In addition to his written report, Mr. Weil reported on the following:

1. That the non-disturbance agreement for Station Branch prevents a new owner from voiding our existing lease. Steve Limmer stated that we can still go forward with our renovation but the plans have to be approved by Victoria Tree. Steve Limmer will be invited to June Board Meeting.
2. The Library Budget was passed by an 82% margin. Jack Eber stated he was impressed with the vote, it was the highest total vote for the last 5 years. He also called the Board's attention to Joe Latini receiving his Masters Degree in Library Science. Congratulations were extended to Joe Latini.
3. Ken Weil reported on the Financial Status of NLS. In order to close the Budget gap for 1991 the NLS Finance Committee has endorsed a package of cuts. Unfortunately, this includes the elimination of several positions. Projections for 1992 do not look good.
4. He also reported that Natalie Grunewald our staff accountant will be leaving in June to relocate in Florida. He was very pleased with Natalie and all her accomplishments in the bookkeeping department. She was able to set-up our in-house accounting so that we are in good shape and should be able to continue the process.

5. A settlement was reached with Weber Construction Co. sub-contractors. The Library paid 78% of the money owed to the contractors by Weber Construction for the renovation work done in Levels and the AV room. \$1,000 has been held back for work that was not finished.

6. Parkville Branch - Joe Latini reported that the contract for the Parkville renovation has been signed by the Mara Construction Co. Work will commence right after Memorial Day. Total cost of the project is \$24,900.

7. Arlene Nevens reported on the status of the Online Catalog. She is in the process of writing a request for proposals which will be mailed to Information Access and CLSI. This will be sent to Steve Limmer for his review, then sent out to vendors for bid. She will have a report for the next Board Meeting.

## OLD BUSINESS

a. Building Program -Public Relations - Muriel Kane reported that the Committee has met and worked with Lee Karlin who has lots of enthusiasum, and knowledge of the community. ~~She~~<sup>Lee</sup> has prepared a preliminary PR Packet for the Board's review. It consists of:

1. A Blueprint for the public relations campaign
2. Calendar for early stages of campaign
3. Questionnaire
4. Letter to community leaders
5. Initial press release
6. Message from Board (for summer issue of Newsletter)

There will be a meeting of influential members of the community by invitation on June 26th consisting of two informal sessions, one at 2:00 p.m. and the other at 8:00 p.m. All Board Members are ~~invited~~<sup>asked</sup> to attend one or both.

After much discussion Arthur Lerner made a motion, seconded by Emanuel Kline, and carried unanimously, it was,

**RESOLVED**, that the Board approve the preliminary PR proposal and authorization to expend sums for printing, and postage from the Building Expansion Fund.

Arthur Lerner commended the PR committee, Lee Karlin and Ken Weil for all their time and efforts in a job well done.

b. Building Program - Ken Weil reported that the Building Committee met with Mike Spector on May 2nd. The last revision on the Building Document will be ready for Mike Spector on June 1st. After he receives this he can proceed with a schematic design.

### **NEW BUSINESS**

a. 1990 Auditor's Report - Muriel Kane reported that copies of the 1990 Auditor's Report were distributed to each Board member. After discussion Dolly Relkin made the motion, seconded by Emanuel Kline, and carried unanimously, it was,

**RESOLVED**, that the Board acknowledge receipt of the Audit for the year ended 12/31/90 from Schultz, Gladstone & Madonna, & Co. dated April 25, 1991, received May 21, 1991.

b. Surplus Furniture & Equipment - Arthur Lerner moved, seconded by Muriel Kane, and carried unanimously, it was,

**RESOLVED**, that the Board approve the sale of the surplus equipment for the Book Sale as stated in the memo dated 5/21/91.

c. Summer Bus - Motion made by Jo Ann Farley, seconded by Emanuel Kline, it was,

**RESOLVED**, that the Board of Trustees approve the summer bus as a joint venture with the Park District from June 24th -Aug.22, 1991 at a cost of \$150. per day.

Motion was passed with 7 voting Aye and Arthur Lerner abstaining.

d. Proposed Holiday Schedule - Motion made by Emanuel Kline, seconded by Arthur Lerner, and carried unanimously, it was,

**RESOLVED**, that the Proposed Holiday and Sunday Schedule for September 1991-August 1992, dated May 21, 1991 be adopted.

e. ALA Convention - Motion made by Muriel Kane, seconded by Emanuel Kline, and carried unanimously, it was,

**RESOLVED**, that the Board approve the expenditure of \$3,500 to send three staff members to the ALA Convention in Atlanta from June 29th-July 4th.

f. Other - Muriel Kane reported as a member of the National Advisory Committee to the Library of Congress she was invited to a luncheon at the Jefferson House sponsored by the British Film & TV Authority. Queen Elizabeth was the guest of honor.

#### **ADJOURNMENT**

Upon motion duly made and seconded the public meeting adjourned at 10:25 p.m.

Respectfully submitted

Arthur Lerner  
Secretary