

Approved 10/26/99

GREAT NECK LIBRARY
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
Tuesday, September 14, 1999
8:00 p.m.

The Regular Meeting of the Board of Trustees of the Great Neck Library was held on Tuesday, **September 14, 1999**, in the Main Building's Community Room, 159 Bayview Avenue, Great Neck, NY 11023. (Agenda attached.)

The following Trustees were present constituting a quorum:

Mischa Schwartz, President
Elayne Bernstein, Vice President
Marietta DiCamillo, Secretary
Catherine Moore, Treasurer
Steve Glaser, Assistant Treasurer (Arrived 8:10 p.m.)
Joyce Klein
Bette Weidman

Also present: Christine Salita, Library Director
Neil Zitofsky, Business Manager

CALL TO ORDER

President Mischa Schwartz called the meeting to order at 8:00 p.m., and welcomed those in attendance. President Schwartz, on behalf of the Board, commended Director Salita and Department Head Joe Latini for their part in the wonderful job at the newly renovated Lakeville and Parkville Branches. He also thanked the members of the Advisory Committees, the staff and Board Members for all their contributions to the success of this project. Both branches have been transformed into fully functional, beautifully appointed facilities. The Lakeville Open House was a wonderful evening of celebration and he's certain that Parkville's will be an equally joyous occasion.

President Schwartz summarized the recent discussion regarding a change to the election date for members of the Board of Trustees and Nominating Committee. He made specific reference to the recommendations of the League of Women Voters as well as the petition submitted with a cover letter from Ralene Adler. The petition calls for a change in the voting date to the third week of May. President Schwartz briefly discussed his attendance at the September 13 School Board meeting which had been in response to his correspondence of August 12 to Judy Bosworth, President, Great Neck Board of Education, Great Neck School District.

MINUTES

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

RESOLVED, that the Board of Trustees of the Great Neck Library approve the minutes of the Regular Meeting of June 22, 1999 and the Special Meeting of the Board of Trustees of August 2, 1999 as presented.

VOTE: Yes - 6 (Bernstein, DiCamillo, Klein, Moore, Schwartz, Weidman)
Motion Carried Unanimously

(Trustee Glaser arrives - 8:10 p.m.)

CORRESPONDENCE

- 1) Pearl Malcus to President Schwartz and the Board of Trustees
Library Response July 27, 1999 from Trustee Weidman. Ms. Malcus chose not to speak to her correspondence as she had already received a written response and therefore felt there was no need to discuss her correspondence further.
- 2) Marianna Wohlgemuth to Dr. Mischa Schwartz, Great Neck Board of Trustees Library Response September 1, 1999 from President, Mischa Schwartz.
Ms. Wohlgemuth asked that the Board reconsider the decision to mail the building survey only to association members but to include all the taxpayers of the Great Neck School/Library District.
- 3) Dr. Mischa Schwartz to Judi Bosworth, President Great Neck Board of Education, Great Neck School District. President Bosworth was not present.

TREASURER'S REPORT

During the month of June 1999, revenue received was \$851,460.90. Total expenses were \$553,169.39. During the month of July 1999, revenue received was \$46,028.29. Total expenses were \$680,331.81. During the month of August 1999, revenue received was \$34,551.00. Total expenses were \$486,205.95.

At the close of business, August 31, 1999, total operating fund holdings were \$2,656,214.38 which were on deposit at Marine Midland Bank and The Bank of New York, in U.S. Treasury Bills, and in Petty Cash funds at Main and the Branches. The sum includes \$155,483.16 in reserves designated for renovations to the Parkville and Lakeville branches.

Additionally, the balance of the Main Building and Special Services fund was \$1,066,194.17; the Automated Library fund was \$117,765.90; the Restricted Gift fund was \$11,239.61; the Branch and Special Services fund \$192,415.29. These funds totaled \$1,387,614.97 on August 31, 1999.

Upon motion by Catherine Moore, seconded by Steve Glaser, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library, accept the September 14, 1999, Treasurer's Report with the Personnel Changes of July through September 1999.

VOTE: Yes - 7 (Bernstein, DiCamillo, Glaser, Klein, Moore, Schwartz, Weidman)
Motion Carried Unanimously

President Schwartz questioned shrinking revenue in commissions from the photocopier machines. Business Manager Zitofsky explained that the increased use of computer technology has altered the pattern of document duplication, reducing the use of the photocopiers by the public.

Secretary DiCamillo renewed her request that a financial analysis be prepared for the re-design of Main's Children Room. The Business Manager stated that no expenses had been incurred as yet. She also queried the low telephone bill, the Business Manager explained that it reflected our e-rate credit. She renewed her request that the financial statements be corrected to reflect the actual 1999 Election costs of \$26,000 which would then correlate to a memo written by the Director which had identified this amount.

Upon motion by Catherine Moore, seconded by Elayne Bernstein, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library authorize the Treasurer to pay the persons named in the Check Register dated August 27, 1999, through September 10, 1999, Paid-Checks numbered 17825 through 17888, and To-Be-Paid Checks numbered 17889 through 17967, the sums set against their respective names, amounting in the aggregate to \$260,689.41.

Secretary DiCamillo stated that there appeared to be gaps in the check numbers as listed on the July 22, 1999 warrant and asked that the Business Manager look into it.

VOTE: Yes - 7 (Bernstein, DiCamillo, Glaser, Klein, Moore, Schwartz, Weidman)
Motion Carried Unanimously

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

RESOLVED, that the Board of Trustees of the Great Neck Library, in accordance with the recommendation of the Personnel Committee, appoint Marjorie Malcolm to the position of Administrative Assistant/Secretary to the Director at an annual salary of \$43,000 effective 9/16/99 and that the President/Vice President be authorized to execute a Letter of Employment for the balance of 1999, 2000, and 2001, substantially replicating the terms accorded similar members of the management/confidential staff.

On behalf of the Board, Secretary DiCamillo, having worked closely with Barbara Santoro for the past year, expressed appreciation for her outstanding work on the Board Minutes and well as her professionalism in dealing with Board matters.

VOTE: Yes - 7 (Bernstein, DiCamillo, Glaser, Klein, Moore, Schwartz, Weidman)
Motion Carried Unanimously

DIRECTOR'S REPORT (Attached)

Public Comment:

Rebecca Gilliar: - questioned the statistics about Children's Reading program.
Bill Morrill – cautioned about the basement in rental sites and the possibility of flooding during heavy rain.

MAIN LIBRARY "AD HOC" COMMITTEE

Director Salita gave an overview of the Main Library "Ad Hoc" committee meetings in June and July. Ethan Mann, Director of LEVELS, and Michael Meehan, Director of Junior Levels, gave presentations at the July "Ad Hoc" committee meeting. Among their recommendations was that they would like to see traditional Library young adult services and LEVELS activities be more closely related.

September's meeting was a visit to the renovated Syosset Public Library. The Syosset Public Library building was designed by the same architect as the Great Neck Library building. Both structures are thirty years old. The Director of the Syosset Library, Alice Nayer, took the Committee on a tour which included the newly created and renovated children's area and converted garage.

Public Comment:

Karen Rubin – questioned the cost of Syosset’s renovation.
Rebecca Gilliar – questioned the size of Syosset in comparison to Great Neck
JoAnn Farley – questioned a timetable for next phase Syosset expansion
Ralene Adler - questioned whether the Great Neck Board had decided to keep the Children’s Room on the Main floor and if a theater would be included in the Great Neck Library Board’s plan.

BRANCH COMMITTEE

Trustee Bernstein reported on the incredible transformation of the Lakeville and Parkville Branches. One comment heard repeatedly at the Lakeville Open House was that the site appeared substantially enlarged as a result of the improved design. Patrons expressed their appreciation and were genuinely pleased.

OLD BUSINESS

POLICY AND BY-LAWS COMMITTEE’S RECOMMENDATIONS

Upon motion by Steve Glaser, seconded by Elayne Bernstein, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library authorize the placement of an amendment to modify the By-laws by removing the requirement of a signature on the proxy ballot and that said amendment appear on the ballot of the January, 2000, election. *The current wording of Article V, G4 reads: “Each proxy must be signed by the member and should have the name, address and library card number of the member printed thereon. However, failure to have the name of the member printed thereon will not render the proxy void if the signature is sufficiently legible to identify the member clearly. The revised wording will read: “Each proxy envelope must be signed by the member...[remainder unchanged]”.*

President Schwartz mentioned that this Bylaw revision was discussed at the August meeting, and a mock-up of the new envelope system shown at that time.

Public Comment:

Ralene Adler – asked if this would be the only Bylaw revision on the January 2000, ballot?
Rebecca Gilliar – felt that the By-laws are confusing and asked if the petition submitted with cover letter by Ralene Adler called for Board discussion and not election. Board and legal counsel are misrepresenting intent.
Bill Morrill – commented about legal basis for the special election.
Stan Romaine – asked for an estimate of the cost of a special election.

JoAnn Farley – you must put the petition out to a vote within 120 days of receipt of the petition. Felt it would be less confusing if the Board just put it out for a vote.

Karen Rubin – felt that changing to a May vote would be nonsensical since the Board of Education is not receptive to joining the votes and since the attorney has determined such action would be illegal; having school and library election on same day at different sites is ridiculous.

VOTE: Yes - 7 (Bernstein, DiCamillo, Glaser, Klein, Moore, Schwartz, Weidman)
Motion Carried Unanimously

SAVE-MOR MECHANICAL (HVAC) – Exercise Option to Renew Service Agreement

Upon motion by Marietta DiCamillo, seconded by Joyce Klein, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library authorize the option to extend the HVAC service agreement with Sav-Mor Mechanical for a period of two years commencing October 1, 1999, and expiring September 30, 2001, at a first year cost of \$3,450 and a second year cost of \$3,580. Funds are to be charged against the Service Contract budget line.

VOTE: Yes - 7 (Bernstein, DiCamillo, Glaser, Klein, Moore, Schwartz, Weidman)
Motion Carried Unanimously

NEW YORK LIBRARY ASSOCIATION CONFERENCE

Upon motion by Marietta DiCamillo, seconded by Catherine Moore, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library authorize the attendance of two members of the professional staff at the New York Library Association Conference to be held in Buffalo at the end of October at a cost per attendee not to exceed \$1,265. Funds to come from the Travel – Conference budget line.

VOTE: Yes - 7 (Bernstein, DiCamillo, Glaser, Klein, Moore, Schwartz, Weidman)
Motion Carried Unanimously

OPEN TIME:

Ralene Adler- stated that the petition did not specifically request that the Library and School election be held together. May is a better time for the Library election; people could simply vote in school and then in library; the voting date contained in the petition should be put to a public vote; if it has no merit, it will be defeated. The Board should not deny the Public the ability to vote on this issue.

Bill Morrill - the petition having been discussed at length at the August Board meeting; having two elections on the same day is nonsense; amazement at the change in the interpretation of petition's intent from previous meeting by petition's originators.

Manny Kline - May voting date.

Karen Rubin - satisfied that the Board handled the issue raised in the petition properly with the Board of Education and legal counsel; distressed that the Board may be "caught up in this ridiculous wasteful spending" for a special election.

JoAnn Farley – the petition does not specifically call for vote in a school, only a change in date.

Secretary DiCamillo read a statement asking that Board members not speak on behalf of the entire Library Board and identified two recent events where two Trustees spoke on behalf of the Board. The Board President asked that individual Trustees not speak on behalf of the Board.

Vice President Bernstein spoke about the GIFT Committee (Good Ideas for Teens) which concerns itself with youth issues in the community. LEVELS Director Ethan Mann serves on the GIFT Committee and she has been told that his input has been extremely valuable.

Public Comment:

JoAnn Farley - commended Ethan Mann for his hard work.

Stan Romaine- expressed congratulations to the current sitting Board and Director for the successful completion of the renovations.

ADJOURNMENT:

Upon motion by Steve Glaser, seconded by Marietta DiCamillo, the meeting was adjourned at 9:37 p.m.

Respectfully submitted,
Marietta DiCamillo
Secretary