

**GREAT NECK LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, September 27, 1994
STATION BRANCH LIBRARY**

The regular meeting of the Board of Trustees of the Great Neck Library was held on **Tuesday, September 27, 1994**, at the Station Branch Library, 40-B Great Neck Road, Great Neck, N.Y. 11021.

The following Trustees were present constituting a quorum:

Elayne Bernstein
Jack Eber
Jo Ann Farley
Richard Fuhrman
Muriel Kane
Arthur Lerner
Dolly Relkin
Renée Zarin

Also present:

Ken Weil, Library Director
Arlene Nevens, Assistant Director
Attendance Sheet (attached to minutes)

CALL TO ORDER

President, Renée Zarin, called the meeting to order at 7:00 p.m. Upon motion duly made and seconded, the Board went into executive session to discuss real estate matters. The public meeting reconvened at 8:00 p.m.

MINUTES

Renée Zarin asked for approval of the minutes of June 21 and July 26, 1994, copies of which had been distributed to each Trustee prior to the meeting. Upon motion made by Arthur Lerner, seconded by Elayne Bernstein, and carried unanimously, it was,

RESOLVED, that the minutes of the
June 21, 1994 meeting be accepted as presented.

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

RESOLVED, that the minutes of the
July 26, 1994 meeting be accepted as presented.

CORRESPONDENCE

- a. Celeste Targum to Bd. of Trustees 7/18 -non-resident use of typewriter
- b. Ken Weil to Celeste Targum 8/2
- c. Marianna Wohlgemuth to Renée Zarin 7/20- Shelving at Parkville
- d. Ken Weil to Marianna Wohlgemuth 8/1
- e. Caroline Kravitz to Board of Trustees 7/28 -Complaint at Station
- f. Ken Weil to Caroline Kravitz 8/8
- g. Naomi Penner to Board of Trustees 7/30 -Extended Sunday Hours
- h. Ken Weil to Naomi Penner 8/1
- i. Herbert Kalisman to Board of Trustees -8/8 -Resignation of NLS Director
- j. Edward Oppenheimer to Board of Trustees 8/8- Criticism of NLS
- k. Murray Grode to Muriel Kane 9/9/94 - Station Branch concerns
- l. Muriel Kane to Murray Grode 9/20

Marianna Wohlgemuth commented on her letter regarding Parkville's shelving and presented photographs of the shelves.

Murray Grode commented on his letter concerning current problems at the Station Branch. Renée Zarin stated that our sign problem is being taken care of, and that the other issues, especially the traffic problems should be referred to the Mayor of Great Neck Plaza.

Naomi Penner requested that the Main Library be open later than 5:00 p.m. on Sundays. Mr. Weil will explore the implications.

TREASURER'S REPORT

Treasurer, Richard Fuhrman reviewed the August 1994 Financial Report and found everything in good order. After discussion and upon motion made by Elayne Bernstein, seconded by Muriel Kane, and carried unanimously, it was,

RESOLVED, that the Board of Trustees acknowledge receipt of the June, July and August 1994 Financial Statements and adopt the Payroll Changes for the same period.

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

1. Circulation Statistics show a decrease in June and July, and a modest increase in August.
2. Improvements to the Parkville Branch during the summer included the installation of a pay phone and a new bench outside. Still in the works are improvements to the restrooms.

3. After consulting with the local civic leaders it was decided that the Lakeville Branch should be painted without removing the book stacks, which would have resulted in closing the Branch for about ten days. The painting was done on a Saturday evening and Sunday morning, without disrupting normal hours of service.

4. Several minor repairs and maintenance jobs were accomplished at the Main Library during the summer.

5. Also at the Main Library our parking problems continue. Although we have threatened to call the towing company on several occasions, we have not yet had to have anyone towed. Three parking spaces were designated as reserved parking for senior citizens (they were our previous handicapped spaces). A few complaints and compliments have been received.

6. The New York State Library Convention will be held in Syracuse October 19-23rd. Interested board members should contact Ken Weil before October 1, 1994.

7. The third annual L.I. Library Resources Conference on Libraries and the Future is scheduled for October 28, 1994 at Dowling College. Deadline for registration is October 14th. Board members should contact Ken Weil by October 12th if they wish to attend.

8. The Police Booth on the library property will be dismantled tomorrow which will free up a couple of parking spaces.

OLD BUSINESS

a. Screening of Levels' Award Winning Video - Dave Preisman, Levels video instructor screened the award winning video (a series of commercials advertising Levels). The video, produced in Levels TV Workshop by kids ranging in age from 12 to 16, was selected as a finalist out of 1,800 entries in that category.

b. Station Branch Sign - Renée Zarin reported that our attorney is negotiating and hopefully the problem will be resolved.

c. Board Building Committee Report - Muriel Kane stated that she received the Citizens Building Advisory Committee's report on August 23rd, and generally speaking their findings are consistent with the basic goals of the Board's Building Committee. A summary of the recommendations of the Citizens Building Advisory Committee, along with the Board Building Committee's responses to those recommendations will be made available to the public.

Renée Zarin stated that the Citizens Building Advisory Committee's report was just part of the Board Building Committee's involvement. The Board has been working on a number of other matters; currently with the

Water Pollution Control Board for additional land for parking at the Main Library.

d. Personnel & Salary Committee - Dolly Relkin reported that the Committee has started negotiations with the Staff Association whose contract expires in December 1994.

e. 1993 Audit - Treasurer, Richard Fuhrman stated that in July he received a preliminary report which was reviewed. The December 31, 1993 Audit has been received and acknowledged.

f. NLS Amendment to Plan of Service - Ken Weil reported that the State has advised the Nassau Library System that its plan of service does not conform to law regarding direct access privileges for non-print materials. In order to bring Nassau's plan of service into compliance, each member library is requested to pass a resolution.

Upon motion made by Arthur Lerner, seconded by Muriel Kane, and carried unanimously, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve the resolution that the Board of Trustees of the Nassau Library System on behalf of the member libraries, transmit to the Commissioner of Education a request for an amendment to the Plan of Service which would permit continuance of the current restrictions on loan of non-print materials not purchased with State monies.

NEW BUSINESS

a. Insurance Renewal - Ken Weil reported that the Library's Insurance policy comes up for renewal on November 1, 1994. It has been our practice to put insurance out for competitive bidding every three years. We have received three bids from the following brokers: School Brokerage (our existing broker), Bender Insurance, and Sterling and Sterling. The proposals are still being reviewed and a recommendation will be presented at the next board meeting.

b. Internet/Information Access Proposal - Ken Weil reported that as part of the Library's ongoing commitment to integrate technological change to improve the Library's service to its community we have been exploring two avenues: Internet and Full Text Access to the Magazine Collection. At the present time Internet is available only at Main in the Reference Department. We would like to offer it through all terminals at all of our libraries. Last year the Library added the Periodical Index and now with the Magazine Collection one is able to obtain the full text of the article.

Arlene Nevens performed a highly interesting demonstration on Internet. On behalf of the Board, Renée Zarin thanked Arlene for her work on high technology information for the library.

Upon motion made by Arthur Lerner, seconded by Richard Fuhrman, and carried unanimously, it was,

RESOLVED, that the Board of Trustees approve an allocation of \$34,900. from the 1993 operating budget fund balance to cover the 1995 costs of online access to the Internet and full text of Information Access to the *Magazine Collection*.

Ken Weil also thanked Arlene Nevens for all her good efforts on this project, and the Board for their support.

c. CD-ROM Progress Report - Ken Weil reported that in our ongoing effort to improve patron access to reference tools, we have been exploring CD-ROM technology. CD-ROM stands for "Compact Disk, Read-Only-Memory". We now have patron access to four stand-alone work stations in the reference area. We are currently investigating the installation of a CD-ROM network which would allow us to increase the number of CD-ROM reference products available. Such a network would allow access to these CD ROM products from terminals at Main, the Branches or from the homes of patrons who have a computer hooked up to a modem. We have received bids from two vendors - they range from \$45,000 to \$65,999. However, also under consideration is the possibility of having staff set up such a network. Joe Latini has been working on the CD-ROM project and is presently taking a course to see what's possible. A full report will be presented with recommendations as soon as final proposals are available.

d. League of Women Voters - Renée Zarin read the letter from the League of Women Voters pertaining to the "1994 Voters Guide". The Guide contains non-partisan election information prepared by the League of Women Voters whose mission it is to inform and educate the public.

Upon motion made by Arthur Lerner, seconded by Muriel Kane, and carried, 7 ayes, 1 abstention, it was,

RESOLVED, that the Great Neck Library allocate \$700 towards the mailing cost of the 1994 Voters Guide prepared by the League of Women Voters as an education and information service to Library patrons.

3. Community Room Applications - The Board approved the following applications for use of the meeting rooms:

1. Great Neck B'nai B'rith - Unit 1630
2. Womanspace
3. ORT

OPEN TIME

Questions were received and responded to regarding circulation statistics, cost of Internet proposal, Citizens Building Advisory Committee's Report, Building Expansion date, and Directors & Officers Liability Insurance.

ADJOURNMENT

Upon motion duly made and seconded the public meeting adjourned at 9:20 p.m.

Respectfully submitted

Dolly Relkin
Secretary