

**GREAT NECK LIBRARY  
BOARD OF TRUSTEES MEETING  
Tuesday, September 28,1993**

The regular meeting of the Board of Trustees was held on **Tuesday, September 28, 1993**, 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:

Elayne Bernstein  
Jack Eber  
Jo Ann Farley  
Richard Fuhrman  
Muriel Kane  
Dolly Relkin  
Renee Zarin

Absent with prior notification: Arthur Lerner

Also present: Ken Weil, Library Director  
Arlene Nevens, Assistant Director  
Attendance Sheet (attached)

**CALL TO ORDER**

President Elayne Bernstein called the public meeting to order at 8:05 p.m.

**MINUTES**

Ms. Bernstein asked for approval of the minutes of June 22nd and July 13, 1993, copies of which had been distributed to each Trustee prior to the meeting. Motion made by Renee Zarin, seconded by Muriel Kane, and carried unanimously, it was,

**RESOLVED**, that the minutes of June 22, 1993  
be accepted as presented.

Motion made by Jo Ann Farley, seconded by Muriel Kane, and carried unanimously, it was,

**RESOLVED**, that the minutes of July 13, 1993 be accepted as presented.

#### **CORRESPONDENCE**

- a. Richard Boyle to Board of Trustees 8/30/93
- b. Ken Weil to Richard Boyle 9/15/93
- c. Elaine Wolf to Ken Weil 9/2/93
- d. Ken Weil to Elaine Wolf 9/15/93
- e. Marianna Wohlgemuth to Board of Trustees 9/20/93
- f. Ken Weil to Marianna Wohlgemuth 9/25/93

Duly noted and commented on.

#### **TREASURER'S REPORT**

After review and discussion a motion made by Jo Ann Farley, seconded by Renee Zarin, and carried unanimously, it was,

**RESOLVED**, that the Board of Trustees acknowledge receipt of the June, July and August 1993 Financial Statements and adopt the payroll changes for the same period.

Muriel Kane reported that the 1992 Audit is ready in Draft form. Our accountant will attend the next board meeting.

Elayne Bernstein would like the minutes to reflect the Boards appreciation to Arlene Nevens and Joe Latini for their work in the Bookkeeping Department.

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

1. Circulation continues to lag somewhat behind last year's figures. Our new integrated computer is able to assemble data that was not available before. The chart showing in-house use of the online catalog by time of day and day of week that was included in the board packet is one example of the kind of statistical information the new computer can generate.

2. One of the large compressor units for the air conditioning at the Main Library must be replaced. Four bids were received and the job was awarded to S.A.Fink, Inc. at a cost of \$13,950.

3. Work on the new telephone system has begun and should be in full operation on October 6th.

4. Due to repeated complaints we are re-locating our handicapped parking spaces. Our current handicapped parking does not meet the requirements of the Americans with Disabilities Act. New curb cuts will be required and the parking lot will be sealed and striped to clearly indicate parking spaces/walkway areas.

5. The walkways and "patio areas" that wrap around the building must be replaced. The Spector Group has put together drawings and specifications so the job can go out to bid.

6. We will be improving security of the audiovisual collection. A glass wall partition has been designed to secure the collection when the AV room is not open to the public. We hope to solicit bids in the next few weeks.

7. We are also looking to upgrade the sound system in the community room.

8. Parkville and Lakeville branches are both in need of an interior paint job.

9. The exterior vestibule at the Station Branch will be enclosed and rented to Foodtown. Our entrance door which is accessed through said vestibule will be relocated, at the landlords expense, to the front of the Library's lobby.

10. Our insurance policy is up for renewal on November 1, 1993. It is anticipated that some minor changes in our rates and policies will be proposed. We are very pleased with the service and support that School Brokerage offers.

11. The book from the Marlene Levins Memorial Sculpture which was installed outside has been stolen. We have been in touch with the Levins' family and the artist to discuss and explore possible solutions to improve the security of the memorial.

12. Arlene Nevens and Ken Weil gave brief reports on the ALA conference they attended in July.

13. Ken Weil introduced Mario Blanco who has been promoted to Levels Director.

14. "Great Neck Library 1999" is a multi-year effort on the part of administration and staff to identify and propose goals to ensure the future prominence of the Great Neck Library.

## OLD BUSINESS

### a. Policy Sub-Committee- Election of Board Officers

Renee Zarin read the committee's recommendations on Terms of Office and election procedures for Board Officers. Motion made by Richard Fuhrman, seconded by Jack Eber, and carried unanimously, it was,

**RESOLVED**, that the Board of Trustees adopt the recommended policy procedures as amended, to be added to the Board Policy Manual Section B-3

Renee Zarin asked if the Board would like the committee to continue its work. She identified the overall number of Trustees and limitation on the number of terms a Trustees may serve as areas to be explored. It was the general consensus of the Board that they continue.

b. Appointment of Library Board Services Review Committee - After much discussion it was the consensus of the Board to table the issue.

c. Proposed Changes to By-Laws - Dolly Relkin reported that in order to assure membership in the Association for the greatest number of eligible residents the following resolution was made by Dolly Relkin, seconded by Richard Fuhrman, and carried unanimously, it was,

**RESOLVED**, that the Board, in accordance with Article V, paragraph A, of the By-Laws, authorize Legal Counsel to prepare amendments to the By-Laws to be submitted to the Association for their consideration at the next annual meeting in January 1994,

that, specifically, Article V, Membership be amended by deleting the following clause from paragraph C "

"...or has not used his/her library card to borrow Library materials for five consecutive years immediately prior to February 1 of any calendar year".

...In the appropriate place, add

"that resident card holders who were not 18 years of age when they originally registered for a Library card must re-register in order to become members of the Association."

...a person becomes a member unless they choose not to be.

...any other amendments to meet the aims of the Board with regard to broadening the membership.

THAT the actual wording of such amendments, after preparation by Counsel, will be submitted to Board members for their approval in the form of written unanimous consent. Such amendments are then authorized to be submitted to the Association membership.

Motion made by Dolly Relkin, seconded by Richard Fuhrman, and carried unanimously, it was,

**RESOLVED**, that the Board of Trustees adopt the following procedures for inclusion in the Board Policy Manual, Section O (1-B; 3-C,D,E; 4-A, E.)

d. Other - Dolly Relkin reminded the Board that this Saturday, October 2nd at 7:00 p.m. is the Art Opening Reception of the Artist Network of Great Neck.

## **NEW BUSINESS**

a. Transportation Committee -Jo Ann Farley reported that the Transportation Committee has met, are still investigating, and will report back to the Board at the next meeting.

b. Continuing Education - Motion made by Muriel Kane, seconded by Richard Fuhrman, and carried unanimously, it was,

**RESOLVED**, that the Board of Trustees approve the transfer of \$7,000 from the 1992 Fund balance to the Continuing Education Reserve Fund.

c. Transfer of Funds to Automated Operations - Motion made by Muriel Kane, seconded by Richard Fuhrman, and carried unanimously, it was,

**RESOLVED**, that the Board of Trustees approve the transfer of \$44,741. from the 1992 Fund balance to the Automated Operations Reserve Fund.

d. LLIA Swing Money- Upon motion made by Richard Fuhrman, seconded by Jo Ann Farley, and carried unanimously, it was,

**RESOLVED**, that the Board of Trustees of the Great Neck Library vote in favor of the Phase 2 use of the LLIA Swing Money Proposal.

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

Great Neck Peninsula ORT

#### **ADJOURNMENT**

Upon motion duly made and seconded the public meeting adjourned at 11:15 p.m. Jo Ann Farley moved, seconded by Dick Fuhrman, that the Board go into executive session to discuss legal matters.

Respectfully submitted,

Jack Eber  
Secretary