

Great Neck Library
BRANCH COMMITTEE
Tuesday, December 11, 2018
Lakeville Branch

Board Members

Robert Schaufeld, Chair (RS)
Josie Pizer (JP)
Barry Smith (BS) (absent w/ prior notice)
Weihua Yan (WY)

Staff

Denise Corcoran (DC)
Tracy Van Dyne (TV)
Justin Crossfox (JC) (absent w/prior notice)
Irene Winkler (IW)
Alana Mutum (AM)
Charles Wohlgemuth (CW)

Members of the Public

Janelle Clausen (JC)

Call to Order

RS called the meeting to order at 7:30 pm.

Update on Action Items

Denise Corcoran

1. Place asbestos review costs for Parkville on the Finance agenda. - **Done**

Tracy Van Dyne

1. Place Lakeville furniture costs on next Finance agenda. – **Done**
2. Quotes for Lakeville painting and carpet cleaning - **Ongoing**

Station Branch Renovation

DC reported that she is still working with the landlord to obtain information regarding mechanical, electrical and plumbing. She added that she is concerned with potential costs of the project if these items are left to the landlord's discretion. DC cautioned that a lot more information is needed on this project before moving forward. RS asked if construction drawings are on hold. DC responded that they are because they are still trying to determine if work can be done inhouse or if the landlord will want control since all the building systems are tied together.

JP questioned the amount of time remaining on the lease. DC stated that it expires in 2025. JP said that the library should consider other options and perhaps begin looking at other properties in the next four years that may better meet the library's needs. She noted the complaints received regarding the Station parking lot and the amount of times the elevator is out of service. DC agreed with this direction given all the information that is still needed before moving forward.

Parkville Branch

- **Public Assembly Permit** – CW reported that an inspector from the Town of North Hempstead went to the branch for a scheduled inspection. After a review of the provided paperwork, he stated that he needs to investigate as to whether or not we need a public assembly permit since the branch is located on school property. RS wondered if we should have our Counsel look into this. DC recommended to just accept the Town's decision. RS asked CW to obtain the official determination in writing from the Town.
- **SEQRA** – DC announced that environmental paperwork for the SEQRA has been received and that they are ready for the next step with the architects. WY asked if we have an estimated cost for the renovation. DC responded that they do not because it is too early in the process.

Lakeville Branch

TV shared that the furniture for the Lakeville Branch was ordered last Friday. She added that they were given an estimated delivery time of eight weeks.

RS asked the status of the reallocation of the foreign language books. TS stated that the ordering of these books is a priority for TS. She added that work continues to equalize the collection throughout all four locations to meet the needs of the community.

New Business

DC reported issues at Station regarding a male patron utilizing the female restroom. She stated that she has conferred with Counsel and that signs will be put up at the branch identifying the gender-neutral bathroom.

Meeting adjourned at 7:55 p.m.

Submitted by:

Gina Chase

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Station Branch

Action Items

Denise Corcoran

1. Follow up with landlord regarding plumbing and electrical needed for Station renovation.

Charles Wohlgemuth

1. Obtain written decision from the Town of North Hempstead regarding the need for a Public Assembly Permit for Parkville.