

**GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
Tuesday, September 23, 2003
8:00 p.m.**

A regular meeting of the Board of Trustees of the Great Neck Library was held on **Tuesday, September 23, 2003**, in the Community Room of the Main Library, 159 Bayview Avenue, Great Neck, New York 11023. [Agenda attached.]

The following Trustees were present constituting a quorum:

Joyce Klein – President
Linda Cohen – Vice President
Bette Weidman – Secretary
Alice Nayer – Treasurer
William Morrill – Assistant Treasurer
David Kahn

Absent with prior notice: John Drukker – Assistant Treasurer

Also present: Arlene Nevens – Library Director
Laura Weir – Assistant Library Director
Neil Zitofsky – Business Manager

CALL TO ORDER

President Joyce Klein called the meeting to order at 8:08 p.m.

MINUTES

Upon motion by David Kahn, seconded by Linda Cohen, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library accept the Minutes of the regular meeting of June 24, 2003 as presented.

VOTE: Yes – 6 (Cohen, Kahn, Klein, Morrill, Nayer, Weidman)
MOTION CARRIED UNANIMOUSLY.

TREASURER'S REPORT – PERSONNEL REPORT

During the month of June 2003, revenue received was \$940,758. Total expenses were \$500,823. Revenue received during the month of July 2003 was \$22,252, and total expenses were \$524,305. During the month of August 2003, revenue received was \$19,172 with expenses totaling \$516,635.

At the close of business, August 31, 2003, total operating fund holdings were \$2,187,918, which were on deposit at HSBC and The Bank of New York, and in Petty Cash funds at Main and the Branches. This compares to an August 31, 2002 balance of \$2,397,333.

Additionally, the balance of the Main Building and Special Services fund was \$1,521,344; the Automated Library fund was \$131,386; the Restricted Gift fund was \$45,481; the Branch and Special Services fund was \$130,237. These funds totaled \$1,824,448 on August 31, 2003. The August 31, 2002 total was \$1,803,035.

Upon motion by Alice Nayer, seconded by Linda Cohen, and after discussion, it was,

RESOLVED, that the Board of Trustees of the Great Neck Library accept the September 23, 2003, Treasurer's Report with the Personnel Changes of June 25, 2003 through September 18, 2003.

VOTE: Yes – 6 (Cohen, Kahn, Klein, Morrill, Nayer, Weidman)
MOTION CARRIED UNANIMOUSLY.

Upon motion by Alice Nayer, seconded by Linda Cohen 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 21, 2003 through September 18, 2003, Paid-Checks numbered 1071 through 1072 and 27849 through 27913, and To-Be-Paid checks numbered 27914 through 28028, the sums set against their respective names, amounting in the aggregate to ~~\$221,774.41.~~ ^{\$210,273.51 [corrected 10/21/03]}

Public Comment: Marietta DiCamillo

VOTE: Yes – 6 (Cohen, Kahn, Klein, Morrill, Nayer, Weidman)
MOTION CARRIED UNANIMOUSLY.

REPORTS

Secretary

Trustee Weidman reported that for the October 27, 2003 Library election all the candidates were running unopposed. Incumbent Trustee David Kahn was running for his seat, which will expire 2008. For the Nominating Committee – Ellen Birnbaum and Edith Pollack were running for the seats of Seth Moin and Leslie Popoff respectively, both of which will expire in 2007. Proxies are available and must be returned by October 24, 2003. Meet the Candidates Night has been scheduled for October 14, 2003 at 7:30 p.m.

Building Committee

Committee Chair William Morrill reported that the Building Committee met that afternoon and he will present his report at the next Board meeting.

Director (attached)

In addition to her written report, Director Nevens indicated that voters approved eight-and-half million dollars for funding for the Hillside Public Library, neighbor to the Parkville Branch Library. They will be renovating and moving into a building on Lakeville Road. She expressed her congratulations and well wishes to them.

The Library was represented at the Great Neck Street Fair on Sunday, September 21, 2003 and many people who stopped by the Library's table had positive things to say regarding the Main Library expansion plans. Thanks to staff members Muriel Turk and Neil Zitofsky, who were at the fair.

Cablevision is 95% through with its installation. When complete, the Library will be able to do its own transmitting of programs and events live or taped and shown later. With the old alphanumeric system, we could only type in our calendar of activities and events but could not transmit.

Public Comment: Ralene Adler, Marietta DiCamillo, Marianna Wohlgemuth

NEW BUSINESS

Policy Manual Changes

Upon motion by Linda Cohen, seconded by David Kahn, and after discussion it was,

RESOLVED, that the Board of Trustees of the Great Neck Library amend its Policy Manual as attached, specifically regarding Sections 700-10, 700-40, 700-45, 700-60, 700-65, 700-85, 500-60 and add a new Section 300-15.

Public Comment: Varda Solomon, Marietta DiCamillo, Ralene Adler, Jo Ann Farley, Emanuel Kline

After much discussion on the changes to Section 700-10, Trustee Kahn moved that this item be tabled. There was no second. The original motion was amended to reflect one change.

Upon motion by Linda Cohen, seconded by Bette Weidman, and after discussion it was,

RESOLVED, that the Board of Trustees of the Great Neck amend its Policy Manual as attached, specifically regarding Sections 700-

10, 700-40, 700-45 [with another change to Section 700-45, page 2 under DVD, to delete DVD from "Damaged Video/DVD"], 700-60, 700-65, 700-85, 500-60 and add a new Section 300-15.

VOTE: Yes – 5 (Cohen, Klein, Morrill, Nayer, Weidman); Abstention – 1 (Kahn)
MOTION CARRIED.

Children's Internet Protection Act (CIPA)

Trustee Cohen, Chair of the Policy/Bylaws Committee, reported that the Committee met on July 21st to discuss the latest information regarding CIPA. It is the recommendation of the committee, at this time, to take no action to install filters on the computers in the Library while recognizing that this will mean the forfeiture of approximately \$6,000 in income. The continued freedom of residents to access the Internet without the need of staff intervention is too important to compromise. The Board will revisit this at a later date if and when additional legal developments, regarding the filter design, become available. The Board wishes to acknowledge publicly, via a motion, its agreement that no action was taken at this time.

Upon motion by David Kahn, seconded by Bette Weidman, and after discussion it was,

RESOLVED, that the Board of Trustees of the Great Neck Library go on record as endorsing the recommendation of the Policy/Bylaws Committee to take no action at this time to install filters on the computers in the Library.

Public Comment: Ralene Adler, Marietta DiCamillo, Emanuel Kline

VOTE: Yes – 6 (Cohen, Kahn, Klein, Morrill, Nayer, Weidman)
MOTION CARRIED UNANIMOUSLY.

Automated Library Fund

Innovative Interfaces

Upon motion by Linda Cohen, seconded by David Kahn, and after discussion it was,

RESOLVED, that the Board of Trustees of the Great Neck Library authorize the expenditure of \$2,500 from the Automated Library Fund to Innovative Interfaces, Inc., for the purchase of re-indexing the database.

VOTE: Yes – 6 (Cohen, Kahn, Klein, Morrill, Nayer, Weidman)
MOTION CARRIED UNANIMOUSLY.

Computer Projector

Upon motion by Alice Nayer, seconded by Linda Cohen, and after discussion it was,

RESOLVED, that the Board of Trustees of the Great Neck Library authorize the expenditure of \$2,800 from the Automated Library Fund for the purchase of a computer projector.

VOTE: Yes – 6 (Cohen, Kahn, Klein, Morrill, Nayer, Weidman)
MOTION CARRIED UNANIMOUSLY.

Copy Machine

Upon motion by Linda Cohen, seconded by Bette Weidman, and after discussion it was,

RESOLVED, that the Board of Trustees of the Great Neck Library authorize the trade-in of the Xerox Bookmark 35 copier, serial #5UR-044048, and the purchase of a Xerox Digital Bookmark copier at a net cost of \$9,330, to be charged to the Main Building and Special Services Fund.

Public Comment: Marietta DiCamillo

VOTE: Yes – 6 (Cohen, Kahn, Klein, Morrill, Nayer, Weidman)
MOTION CARRIED UNANIMOUSLY.

Property/Liability Insurance

Upon motion by Bette Weidman, seconded by David Kahn, and after discussion it was,

RESOLVED, that the Board of Trustees of the Great Neck Library renew its property/liability, automobile and umbrella insurance policies for the period September 1, 2003 through September 1, 2004 with Utica Insurance Companies, as presented by A.C. Edwards in their proposal dated August 20, 2003, for a total cost of \$43,259 to be charged to the Property/Liability Insurance line of the operating budget.

VOTE: Yes – 6 (Cohen, Kahn, Klein, Morrill, Nayer, Weidman)
MOTION CARRIED UNANIMOUSLY.

Long-Term Care

Staff had indicated an interest in Long-Term Care totally at their expense, and no cost to the Library, through payroll deduction. New York State announced that it had offered an exclusive contract to NYPERL, a qualified NYS Partnership group plan, to provide Long-Term Care. This allows for a 60-day enrollment period, which is a window of opportunity for staff to enroll without medical underwriting so that pre-existing conditions are covered. Although this is a very good plan, the Business Manager needs more time to check out alternate plans prior to presenting this to the Board to take action at a future meeting.

Public Comment: Emanuel Kline, Marietta DiCamillo

Foil Request – Denial Appeal

Upon motion by Alice Nayer, seconded by David Kahn, and after discussion it was,

RESOLVED, that the Board of Trustees of the Great Neck Library overrule the denial of access to certain Library records as outlined in Ralene Adler's FOIL request dated September 4, 2003, and direct the Library Director to release such information as is available to Ralene Adler.

Public Comment: Marietta DiCamillo, Emanuel Kline

VOTE: Yes – 6 (Cohen, Kahn, Klein, Morrill, Nayer, Weidman)
MOTION CARRIED UNANIMOUSLY.

Excess Equipment

Upon motion by William Morrill, seconded by Linda Cohen, and after discussion it was,

RESOLVED, that the Board of Trustees of the Great Neck Library declare as excessed Cannon Microfilm Reader/Printer MP 90, Serial #32107370 and authorize the Library Director to dispose of same in an appropriate manner.

Public Comment: Emanuel Kline, Marietta DiCamillo

VOTE: Yes – 6 (Cohen, Kahn, Klein, Morrill, Nayer, Weidman)
MOTION CARRIED UNANIMOUSLY.

CORRESPONDENCE None.

OPEN TIME

Speaking: Jo Ann Farley, Marianna Wohlgemuth, Ralene Adler, Marietta DiCamillo

ADJOURNMENT

David Kahn moved that the meeting be adjourned at 9:50 p.m.

Respectfully submitted,

Bette Weidman
Secretary