

---

**GREAT NECK LIBRARY  
MINUTES OF THE  
SPECIAL BOARD OF TRUSTEES MEETING  
TUESDAY, MAY 3, 2016 AT 7:00 P.M.**

A special meeting of the Great Neck Library Board of Trustees was held on Tuesday, May 3, 2016, in the Parkville Branch of the Great Neck Library, 10 Campbell Street, New Hyde Park, NY 11040. [Agenda attached]

The following Trustees were present constituting a quorum:

Marietta DiCamillo – President  
Francine Ferrante Krupski – Vice President  
Josie Pizer-Treasurer  
Varda Solomon – Secretary [arrived at 7:06 pm]  
Joel Marcus – Assistant Treasurer  
Robert Schaufeld – Trustee

Also Present:

Kathy Giotsas – Executive Director  
Laurie Shedrick- Innovative Interfaces Inc.  
Moe Kiswani – IT Consultant

Absent with Prior Notice:

Neil Zitofsky – Business Manager  
Michael Fuller – Assistant Treasurer

## **CALL TO ORDER**

The meeting was called to order by President DiCamillo at 7:03 p.m.

## **RFP for LEVELS LIGHTING**

**Upon motion by Robert Schaufeld, seconded by Francine Ferrante Krupski and after discussion, it was,**

**RESOLVED**, that the Great Neck Library Board of Trustees proceed with a Request for Proposal (RFP) for a Lighting Plan for Levels for the Main Library.

**VOTE:** Yes – 5 (DiCamillo, Krupski, Pizer, Marcus, Schaufeld)

**MOTION CARRIED**

*Board Comment: President DiCamillo requested that the RFP be amended to include three (3) references and also for the return contact to be the Executive Director.*

## **DEMONSTRATION OF SIERRA**

Laurie Shedrick of Innovative Interfaces Incorporated (iii) was introduced and spoke on Sierra library software.

All Nassau and Suffolk county libraries, with the exception of Great Neck, are using Sierra. Trustee Schaufeld stated that Justin Crossfox recently visited the Syosset and Jericho libraries and reported that they were very pleased with the software and the ease of data migration. On behalf of the Board of Trustees, President DiCamillo extended thanks to Justin for performing these visits and reporting his findings to the Technology Committee.

Laurie Shedrick felt that staff would be comfortable using the Sierra software as it is advanced but Millenium-compatible. She suggested the Board of Trustees consider further training for administrative functions (i.e. reports, changes to the system, etc.) as her experience has shown a need for this and this additional training is not part of the implementation.

Ms. Shedrick then demonstrated the Sierra interface to the Board of Trustees. She highlighted the cataloguing and circulation features as well as the report queries. Mr. Kiswani asked the advantages of cloud-hosted Sierra vs. self hosted Sierra. Ms. Shedrick explained that if the software only is purchased, the library is responsible for maintaining and replacing the two servers that Sierra requires. She also pointed out the risk of disaster (floods, fire, etc) that could occur. With cloud-hosted Sierra, these server costs and risks are eliminated but there is an annual subscription fee. Mr. Kiswani then asked about bandwidth and Ms. Shedrick will obtain that information for him. Trustee Pizer asked questions on the type of information and reports that could be obtained from the Sierra software.

Ms. Shedrick presented the fees for the Sierra conversion. Trustee Solomon asked how these costs were derived. Per Ms. Shedrick they are based on circulation. Trustee Solomon asked if these costs could increase. Ms. Shedrick explained that was not likely to happen and that these costs would be locked in for three years.

The presentation concluded with Mr. Kiswani requesting an estimate of time for data conversion, which Ms. Shedrick responded as approximately 6 weeks.

## **ADJOURNMENT**

The meeting was adjourned at 7:51p.m. on motion by Trustee Marcus and seconded by Trustee Ferrante-Krupski.

Respectfully submitted,

Varda Solomon  
Secretary, Board of Trustees