

February 3, 2011

Due notice being properly given, the 713th Meeting of the Board of Trustees of the Elmont Public Library, Elmont Union Free School District, Town of Hempstead, Nassau County, New York, previously scheduled for January 27, 2011, was held at the Elmont Public Library on February 3, 2011.

CALL TO ORDER/EXECUTIVE SESSION

The meeting was called to order by Ms. Tania Lawes, President at 7:00 p.m.

MEMBERS PRESENT: Ms. Tania Lawes, President
Ms. Joanne Mazzeo, Vice President
Ms. Maria Gregori
Ms. Monique Hardial
Ms. Kathleen Harsch
Ms. Pauline Johnson
Mr. Pat Nicolosi

ALSO PRESENT: Ms. Maggie Gough, Director
Mr. Frank Marino, Advanced Consulting Corp.
Robert O'Brien, Esq., Library Board Attorney
Ms. Catherine Antioco, Library Board Clerk

PUBLIC See attached sign-in sheet

Ms. Mazzeo moved to go into executive session at 7:00 p.m. to discuss personnel and legal matters. Seconded by Mr. Nicolosi.

Unanimously carried.

The Board reconvened into Public Session at 8:10 p.m.

SALUTE TO THE FLAG

Agenda Items

No discussion.

Meeting Room/Theatre Requests

Gail's School of Dance requested use of the Theatre on June 11, 2011. The group was represented by Ms. Shanele Thomas.

Ms. Gregori moved to approve use of the Theatre by Gail's School of Dance for June 11, 2011. Seconded by Ms. Johnson.

Unanimously carried.

APPROVAL OF THE MINUTES

Minutes of the Meeting of December 16, 2010

Page 4, 2nd paragraph, 3rd line, change "NLS dinner" to "NLS brunch."
Page 5, 1st paragraph, 2nd line, change "Mr. O'Brien was asked..." to "Mr. O'Brien offered"

Mr. Nicolosi moved to approve the Minutes of the Meeting of December 16, 2010, as corrected. Seconded by Ms. Johnson.

Unanimously carried.

FINANCE

Administrative Fund Disbursements dated January 21, 2011

No discussion.

Credit Card Expense Report for the Billing Cycle 11/18/10 to 12/17/10

Discussion as to whether it was financially beneficial to purchase a membership card for BJ's discount club. A minimum of \$1,000 is spent at BJ's each year, so it was determined that the savings merit the membership fee.

Ms. Mazzeo moved to approve the Credit Card Expense Report for the Billing Cycle 11/18/10 to 12/17/10 in the amount of \$1,188.61. Seconded by Ms. Johnson.

Unanimously carried.

Treasury Warrants

The Director was asked if the Library subscribes to Long Island Business Week. She said it does not.

Ms. Mazzeo moved to approve Treasury Warrant #2037 dated December 29, 2010 (Payroll Warrant) in the amount of \$80,653.97. Seconded by Ms. Johnson.

Unanimously carried.

Ms. Mazzeo moved to approve Treasury Warrant #2039 dated January 12, 2011 (Payroll Warrant) in the amount of \$56,408.95. Seconded by Ms. Johnson.

Unanimously carried.

Ms. Mazzeo moved to approve Treasury Warrant #2040 dated January 26, 2011 (Payroll Warrant) in the amount of \$96,843.39. Seconded by Ms. Johnson.

Unanimously carried.

Ms. Mazzeo moved to approve Treasury Warrant #2041 dated January 27, 2011 (January Bill Warrant) in the amount of \$111,020.40. Seconded by Ms. Johnson.

Unanimously carried.

Ms. Mazzeo moved to approve Treasury Warrant #2042 dated February 1, 2011 (Board Appointees' Warrant) in the amount of \$11,744.76. Seconded by Ms. Johnson.

Unanimously carried.

Monthly Position Paper for the period December 11, 2010 to January 21, 2011

Brief discussion regarding the \$10,000.00 taken from surplus for the Pride and Passion exhibit.

MAIN LIBRARY AND BRANCHES

Director's Report

Ms. Gough reported.

The Pride and Passion Exhibit has been a wonderful experience for the Library and the public. There has been a tremendous outpouring of support. School children have been enthralled by the performances. A letter will be sent to Assemblywoman Carolyn McCarthy thanking her for her assistance in obtaining the grant for this exhibit.

The response from the public to the Patron Assistance Desk has been very positive.

NLS is negotiating as a group for better prices for books and media.

Ms. Thresher of NLS has stated that the proposal for member support is only a request, or a starting point for the discussion process. The final proposal will be presented for a vote in June.

Veronica Henriquez was recognized at the NCLA annual dinner as the newest member of the NCLA Board.

Ms. Gough requested permission for two staff members to attend the YASD meeting on February 10, 2011 at a cost of \$5.00 per person.

Ms. Johnson moved to permit Department Head Mara Marin and Librarian Veronica Henriquez to attend the YASD meeting on February 10, 2011 at a cost of \$5.00 per person. Seconded by Ms. Harsch.

Unanimously carried.

Ms. Gregori commended Ms. Wolfle for the job she is doing in arranging Library publicity. A letter will be sent from the Board to Ms. Wolfle.

Advanced Consulting Corporation Report

Mr. Marino reported.

The Trustees are in receipt of the 2011/2012 Proposed Library Working Budget.

Mr. Marino has investigated some sound masking systems for the Young Adult area and has determined the cost to be approximately \$1.00 to \$1.50 per square foot. Discussion followed regarding a glass partition in the Young Adults Department, which construction cost would be approximately \$35,000.00. Mr. Marino was given direction to go out to bid for the Young Adult renovation project.

After a brief discussion, Mr. Marino was asked to see if we can obtain a credit card limited only to gas purchases.

COMMITTEE REPORTS

Ms. Mazzeo reported. Members of the Policy Committee met and discussed: Policies 300-10 - Conference Attendance; 300-12 - Cost of Gas-Reimbursement; 700-3 - Theatre Policy. Suggested amendments were discussed with the Board.

Ms. Mazzeo moved to accept Policy 300-10, Conference Attendance, as amended February 3, 2011. Seconded by Ms. Johnson.

Unanimously carried.

Ms. Mazzeo moved to accept Policy 300-12, Cost of Gas-Reimbursement, amended February 3, 2011. Seconded by Ms. Harsch.

Unanimously carried.

It was decided to table Policy 700-3 to the February 24, 2011 meeting.

Ms. Lawes reported that no applications for the Library scholarship have been received yet.

NASSAU LIBRARY SYSTEM

Nothing other than that discussed above.

LEGAL

Mr. O'Brien reported.

Other than that discussed in Executive Session, Mr. O'Brien had nothing to report.

Mr. O'Brien was requested to research what can happen to the Library if it refuses to pay the amount imposed NLS.

CORRESPONDENCE

A letter was received from State Senator Jack Martins thanking the Library for reaching out to him with regard to equitable distribution.

OLD BUSINESS

Discussion regarding the construction of a partition in the Adult Reference office.

Mr. Nicolosi moved to rescind the motion made at the November 18, 2010 meeting which read as follows:

“Ms. Mazzeo moved to expend \$11,000 to divide the existing adult reference office.”

Seconded by Ms. Gregori.

In favor: Ms. Gregori, Ms. Hardial, Ms. Mazzeo, Mr. Nicolosi

Abstention: Ms. Harsch, Ms. Johnson

PUBLIC

There was no public participation.

PERSONNEL

There were no personnel items for the Board's attention.

OTHER

The Budget Meeting will be held on February 10, 2011 at 6:30 p.m.

The next regularly scheduled meeting of the Board of Trustees will be on February 24, 2011 at 7:00 p.m. The Board will immediately go into executive session and reconvene into public session at 8:00 p.m.

Mr. Nicolosi moved to adjourn at 9:50 p.m. Seconded by Ms. Harsch.

Unanimously carried.

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Respectfully submitted,

Catherine Antioco