

March 26, 2009

The 691st Meeting of the Board of Trustees of the Elmont Public Library, Elmont Union Free School District, Town of Hempstead, Nassau County, New York, was held at the Elmont Public Library on March 26, 2009

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. Kathleen Harsch
Ms. Pauline Johnson

ALSO PRESENT: Ms. Carolee Ciulla, Librarian-In-Charge
Robert O'Brien, Esq., Library Board Attorney
Mr. Frank Marino, Advanced Consulting Corp.
Catherine Antioco, Library Board Clerk

PUBLIC See attached sign-in sheet

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

Unanimously carried.

Ms. Gregori moved to come out of executive session at 8:04 p.m. Seconded by Ms. Harsch.

Unanimously carried.

The Board reconvened into Public Session at 8:09 p.m.

SALUTE TO THE FLAG

Agenda Items

No discussion.

Meeting Room/Theatre Requests

Ms. Amanda Guadagno requested use of a meeting room to put on a recital for her piano students. She was advised that using the meeting rooms for a private function is not a permitted use.

APPROVAL OF THE MINUTES

Minutes of the Meeting of February 26, 2009.

Page 5, 5th paragraph, change to read: "This proposed budget will result in an increase of approximately \$6.00 per year for the average household."

Page 6, 6th paragraph, change "Kathy Ferrigno" to "Cathy Ferrigno."

Ms. Gregori moved to approve the Minutes of the Meeting of February 26, 2009, as corrected. Seconded by Ms. Mazzeo.

Unanimously carried.

FINANCE

Administrative Fund Disbursements dated March 20, 2009

No discussion.

Treasury Warrants

Ms. Mazzeo moved to approve Treasury Warrant #1937 dated February 25, 2009 (Payroll Warrant) in the amount of \$56,713.73. Seconded by Ms. Gregori.

Unanimously carried.

Ms. Mazzeo moved to approve Treasury Warrant #1940 dated March 11, 2009 (Payroll Warrant) in the amount of \$95,888.38. Seconded by Ms. Gregori.

Unanimously carried.

Ms. Mazzeo moved to approve Treasury Warrant #1941 dated March 11, 2009 (Capital Fund Warrant) in the amount of \$2,200.00. Seconded by Ms. Gregori.

Unanimously carried.

Ms. Mazzeo moved to approve Treasury Warrant #1943 dated March 26, 2009 (March Bill Warrant) in the amount of \$62,071.09. Seconded by Ms. Gregori.

Unanimously carried.

Ms. Mazzeo moved to approve Treasury Warrant #1944 dated April 1, 2009 (Independent Contractors Warrant) in the amount of \$11,532.01. Seconded by Ms. Johnson.

Unanimously carried.

Monthly Position Paper for the period February 20, 2009 to March 19, 2009

No discussion.

MAIN LIBRARY AND BRANCHES

Report of Librarian-In-Charge.

Ms. Ciulla reported.

A safety meeting was held for the staff on March 19th including the Business Manager, Administration and the Young Adult librarians with an emphasis on the Young Adult Department. A full staff meeting is scheduled for March 25, 2009.

Civil Service is being contacted to see if it would be possible to convert Ms. Pfeffer's employment from part-time to full-time.

Ms. Ciulla invited the Trustees to view and give their input on the new proposed Website.

The computer classes conducted by IT Will Lodise are being well-attended.

Discussion followed regarding NLS's request for financial support of delivery service for the calendar year 2009.

Ms. Johnson moved to approve a contribution of \$8,634.00 to the Nassau Library System as a delivery service fee. Seconded by Ms. Mazzeo.

In favor: 0
Opposed: All

Motion failed.

Regarding a request for conference attendance,

Ms. Johnson moved to permit William Lodise to attend the Hands on Introduction to Google Applications at Farmingdale College on March 27, 2009 at a cost of \$25.00. Seconded by Ms. Gregori.

Unanimously carried.

Regarding a request for attendance at the Long Island Library Conference,

Ms. Johnson moved to permit up to nine (9) people to attend the Long Island Library conference on May 7, 2009 at the Crest Hollow Country Club at a cost of \$40.00 person, providing staffing allows. Seconded by Ms. Mazzeo.

Unanimously carried.

Ms. Mazzeo asked if we have retrieved any lost materials from patrons. There has been no retrieval of lost materials recently.

Advanced Consulting Corporation Report

Mr. Marino reported.

The Genie “scissor man” lift that was approved for purchase at the last meeting has been delivered to the Library.

Regarding Bid EPL 2009-01 Theatre Sound and Video System,

Ms. Gregori moved to award bid EPL 2009-01, Theatre Sound and Video System to Video Hi Tech Corp. d/b/a Adwar Video, the lowest responsible bidder, in the amount of \$60,729.00 Seconded by Ms. Mazzeo.

Unanimously carried.

Discussion regarding facilitating the use of credit cards to pay fines.

Mr. Marino advised that we have received the Pride and Passion African American Baseball Exhibit accompanied by a \$2,500.00 grant. Someone will have to travel to Cooperstown to learn about the exhibit before we place it on display at the Library. Only 25 libraries nationwide were selected to receive this grant.

We have not heard yet from Councilman Ambrosino regarding changing the date for the vote so that the unserved areas can vote for library services prior to our budget being presented.

Mr. Marino recommend closing the library capital fund account and take the balance of \$652.05 and place it in surplus. He was given direction to do so.

Regarding the scholarship fund, this year there will be eight theatre shows involved to allow people to purchase tickets to benefit the scholarship fund.

COMMITTEE REPORTS

There was no discussion of committee reports other than the discussion regarding the scholarship fund above.

NASSAU LIBRARY SYSTEM

Ms. Gregori received an e-mail from the Director of NLS suggesting that the directors and library patrons contact their representatives and object to eliminating or cutting the State aid to NLS. Ms. Ciulla was asked if she could put the information on the Library's website.

LEGAL

Mr. O'Brien reported.

He reviewed Bid 2009-01, Theater Sound and Video System for legal content and found it acceptable. He confirmed with Mr. Marino that the bidding was proper and the Board had the right to accept the lowest responsible bidder.

Mr. O'Brien spoke to Councilman Ambrosino some months ago regarding residency requirements for directors.

He is still waiting for information regarding bills pending in Albany regarding libraries.

CORRESPONDENCE

There was no correspondence to be reviewed.

OLD BUSINESS

Ms. Gregori moved to pay the invoice from Ingerman Smith in the amount of \$3,687.04. Seconded by Ms. Mazzeo.

Unanimously carried.

NEW BUSINESS

2009/2010 Library Budget

The floor was open to those in attendance to discuss the 2009/2010 Library Budget.

Mr. Nicolosi asked why we should get involved in State Aid to NLS. It was explained that member libraries have to contribute whatever shortfall NLS has. Therefore, it is to our advantage for the State to continue their aid to NLS.

He also wanted to know how many libraries use credit cards and if it is economically sound for us to do so. Mr. Marino explained that the sums charged on the cards will not be large and it is a service that has been requested by patrons.

He also suggested dedicating the History Room to Mr. Joseph Marziotto on May 30th. The Trustees said they would take it under advisement, but were not sure if this was the right day to do so.

Ms. Dorothy Werner asked why NLS does not rent part of their large building. We have suggested it to NLS on numerous occasions but they have not done it yet.

Regarding the 2009/2010 Budget,

Ms. Johnson moved to approve presentation of the 2009/2010 budget to the taxpayers in the amount of \$2,391,942.00, resulting in an average annual cost to the each home of \$145.00 per year. Seconded by Ms. Gregori.

Unanimously carried.

PUBLIC

There were no additional comments from the Public.

PERSONNEL

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

OTHER

Ms. Gregori reminded the public that during the week of April 13 to April 19, the library will be accepting non-perishable food items in payment of overdue books. The items will be donated to The Inn in Hempstead.

The next regularly scheduled meeting of the Board of Trustees will be on April 23, 2009 at 7:00 p.m. The Board will immediately go into executive session and reconvene into public session at 8:00 p.m.

At this time the Trustees announced that there would be an additional Executive Session and that there may be action taken when the Board reconvenes into public session.

Ms. Johnson moved to go into Executive Session to discuss matters of personnel and legal at 9:05 p.m. Seconded by Ms. Mazzeo.

Unanimously carried.

Ms. Mazzeo moved to come out of Executive Session at 9:35 p.m. Seconded by Ms. Harsch.

Unanimously carried.

Ms. Gregori moved that the Board authorize Tania Lawes, as Board President, to sign the Board's reviewed contract of employment with Margaret Gough for the position of Library Director at an annual, salary of \$90,000.00, with a probationary period of six (6) months commencing May 11, 2009. Seconded by Ms. Mazzeo.

Unanimously carried.

Ms. Johnson moved to adjourn at 9:50 p.m. Seconded by Ms. Gregori.

Unanimously carried.

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Respectfully submitted,

Catherine Antioco