

October 20, 2011

The 722nd 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 October 20, 2011.

**CALL TO ORDER/EXECUTIVE SESSION**

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

**MEMBERS PRESENT:** Ms. Joanne Mazzeo, President  
Mr. Pat Nicolosi, Vice President  
Ms. Maria Gregori  
Ms. Monique Hardial  
Ms. Kathleen Harsch  
Ms. Kathleen Rau

**MEMBERS ABSENT:** Ms. Pauline Johnson (prior notice given)

**ALSO PRESENT:** Ms. Carolee Ciulla, Librarian-In-Charge  
Mr. Frank Marino, Advanced Consulting Corp.  
Thomas Volz, Esq., Library Board Attorney  
Ms. Catherine Antioco, Library Board Clerk

**PUBLIC** See attached sign-in sheet

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

Unanimously carried.

The Board reconvened into Public Session at 8:20 p.m.

**SALUTE TO THE FLAG**

**PUBLIC**  
**Agenda Items Only**

No discussion.

**Meeting Room Requests**

Mr. Nicolosi moved to deny the request of the Zion Youth and Family Community Center of Elmont. Seconded by Ms. Hardial.

Unanimously carried.

The Perfection Dance Center has requested use of the theatre. As there was no one present from the organization, the request was not taken under consideration.

**APPROVAL OF THE MINUTES**

**Minutes of the Meeting of September 22, 2011**

Page 4, "Other," 4<sup>th</sup> paragraph, 2<sup>nd</sup> line, change to read "...including the Board's business consultant..." to "...including the Board's Appointees: business consultant...."

Page 5, "Public" 4<sup>th</sup> paragraph, first sentence delete "for him."

Second sentence, change "He said that ..." to "He was advised that...."

Mr. Nicolosi moved to accept the Minutes of the Meeting of September 22, 2011, as corrected. Seconded by Ms. Gregori.

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

Abstention: Ms. Rau

Motion carried.

**FINANCE**

**Administrative Fund Disbursements dated October 14, 2011**

Check No. 1616 in the amount of \$400.00 payable to Michael Harnett. This was the fee from students attending the "How to Prepare for SATs on Your Own" program who had not previously signed up and paid for the class.

**Treasury Warrants**

Mr. Nicolosi moved to approve Treasury Warrant #2074 dated October 5, 2011 (Payroll Warrant) in the amount of \$53,867.93  
Seconded by Ms. Hardial.

Unanimously carried.

Mr. Nicolosi moved to approve Treasury Warrant #2077 dated October 5, 2011 (Payroll Warrant) in the amount of \$92,589.76. Seconded by Ms. Harsch.

Unanimously carried.

Mr. Nicolosi moved to approve Treasury Warrant #2079 dated October 20, 2011 (October Bill Warrant) in the amount of \$63,164.59. Seconded by Ms. Harsch.

Unanimously carried.

Mr. Nicolosi moved to approve Treasury Warrant #2080 dated November 1, 2011 (Board Appointees' Warrant) in the amount of \$11,974.43. Seconded by Ms. Harsch.

Unanimously carried.

**Credit Card Expense Report for the Billing Cycle 8/12/11 -9/19/11**

Ms. Rau moved to approve the Credit Card Expense Report for the Billing Cycle 8/12/11 to 9/19/11 in the amount of \$1,258.30 Seconded by Ms. Harsch.

Unanimously carried.

**Monthly Position Paper for the Period September 27, 2011 through October 14, 2011**

No discussion.

**MAIN LIBRARY AND BRANCHES**

**Report of Librarian-In-Charge**

Ms. Ciulla reported.

Ms. Ciulla commended Veronica Henriquez, YA/Children's Librarian and Gloria Romano, a page for their superb job they did in hiring and training new pages.

Twice a week Ms. Ciulla and Ms. Giurlanda, T.P. are meeting to order new books. Books are now being received on a steady basis.

She met with Steve Harsch to iron out some glitches with placing holds for patrons.

The museum pass program has been reviewed and input from public taken into consideration. Due to low usage, Garvies Point Museum and Preserve, Cold Spring Harbor Whaling Museum and Nassau County Museum of Art have been discontinued. The American Museum of Natural History has been discontinued due to changes in the Museum's policy which makes it too costly

to subscribe. Passes to Intrepid, Cradle of Aviation, L.I. Children's Museum and Old Westbury Gardens have been renewed and new passes have been purchased to Heckscher Museum of Art, Nassau County Holocaust and Tolerance Center of Nassau County, Nassau County Firefighter's Museum, Museum of the City of New York and the Long Island Museum. Ms. Weills, PR/Marketing will do a press release.

Ms. Ciulla requested reimbursement for Kathy Guidal and Victoria Bruno in the amount of \$70.00 each for the cost of registration for Lit-Fest at Adelphi University on October 14, 2011.

Ms. Rau moved to approve reimbursement to Kathy Guidal and Victoria Bruno in the amount of \$70.00 each for the cost of registration for Lit-Fest on October 14, 2011. Seconded by Ms. Gregori.

Unanimously carried.

Ms. Ciulla requested reimbursement for Mara Marin and Veronica Henriquez in the amount of \$5.00 each for the cost of registration for the YASD October Meeting - Civil Service 101 on October 20, 2011 at the Oceanside Public Library.

Ms. Rau moved to approve reimbursement of Mara Marin and Veronica Henriquez in the amount of \$5.00 each for the cost of registration for the YASD October Meeting on October 20, 2011. Seconded by Ms. Harsch.

Unanimously carried.

Ms. Ciulla requested permission for Susanne Weiss to attend "Power Point 2007 - The Basics" being offered by NCLA at a cost of \$5.00.

Ms. Gregori moved to permit Ms. Susanne Weiss to attend Power Point 2007 - The Basics on November 9, 2011 at a cost of \$5.00 for registration. Seconded by Ms. Hardial.

Unanimously carried.

### **Advanced Consulting Corporation Report**

Mr. Marino reported.

Mr. Marino reported on his attendance at the training session given by the State Comptroller's Office regarding the new "Tax Cap" law. There is no definitive answer to how the Library will be affected by this tax cap as it has not been determined yet whether the Elmont Library, as a school district library, is considered a "local government" or a "school district". Depending on

which one the Library is considered to be, there may be certain “overrides” allowed under the law.

On October 11, 2011, the Library’s Workers’ Compensation insurer sent a representative to inspect the Library building for potential employee safety issues. There were no safety recommendations made or violations found.

The fabric for the YA booths should be shipped the week of October 17, 2011. The seating booth manufacturer will then be able to make the booth seating.

The landlord for the Alden Manor Branch recently repaired a leaking roof, which repair is not expected to last. He also needs to repair the plaster ceiling and damaged walls. Rent will be withheld until the work is completed and the roof no longer leaks.

**COMMITTEE REPORTS**

The Trustees were in possession of Policy 700-4 Unattended Child Policy with amendments recommended by the committee. Mr. Volz reviewed the language and made some suggestions which were incorporated.

Ms. Rau moved to accept Policy 700-4, Unattended Child Policy, as submitted. Seconded by Ms. Gregori.

Discussion followed.

Unanimously carried.

**LEGAL**

Mr. Volz reported.

He has been tracking the tax cap changes. The legislature has adopted a law that differentiates between school districts and municipalities, but it does not include school district libraries. He has been in contact with the Comptroller’s Office and they have indicated that we will be complying with the “other municipality” portion of the law. At present, it appears that school districts will have a tax cap of two (2%) percent unless that is overridden by a vote of the community. Libraries and other municipalities will be able to override the tax cap by a vote of the board.

**CORRESPONDENCE**

An invitation was received to attend the NLS Annual Meeting on December 5, 2011 at NLS. Ms. Rau would like to attend.

**OTHER**

The Board is in possession of the list for Library Directors. They are reviewing the candidates

and will set up interviews as soon as possible.

### **NEW BUSINESS**

Mr. Marino recommended forming a committee to formulate a plan on how we would use a piece of steel from the World Trade Center to submit with our request. Mr. Nicolosi will chair the committee. Ms. Rau and Ms. Gregori will service on the committee.

### **NASSAU LIBRARY SYSTEM**

Member libraries were asked to vote on NLS' Request for Financial Support for 2012 and 2013. To date, Woodmere and Great Neck have written to NLS saying they were against the proposal. We will send a letter expressing the same sentiment. This proposal represents a 1,000 (1,000%) percent increase in their fees over the past six years. Although NLS is funded by the State and cannot refuse services to libraries, they can make services difficult to utilize if we do not agree with the proposed increase. Ms. Ciulla was asked to research which NLS services we take advantage of.

### **OLD BUSINESS**

There was no unfinished business for the Board's attention.

### **PUBLIC**

Ms. Melissa Archibald requested clarification as to why the Zion Youth and Family Community Center of Elmont was denied meeting room use. Ms. Archibald endeavored to explain the purpose of their organization and how they planned to use the meeting rooms. The Board explained that there were conflicts with their by laws and the Library's rules regulating meeting room use.

Ms. Petra Brathwaite represented the Perfection Dance Center. They would like to have use of the theatre. The attorney was provided with a copy of the bylaws to review and given time to review them.

Ms. Claudine Hall thanked Frank Marino and the staff at the Library for trying to help find her keys. Although they were unsuccessful, she wanted to thank them publicly for their efforts.

Ms. Gregori moved to approve theatre use for Perfection Dance Center, pending insurance and availability and receipt of a check and compliance with the Library's policies for use of the theatre.  
Seconded by Ms. Rau.

Unanimously carried.

Mr. Maurice Archer of Queens Village and Elmont asked if there was some kind of literature to list requirements for the position of Library Director. He was advised that there is a civil service list of requirements.

**ADJOURNMENT**

The next regularly scheduled meeting of the Board of Trustees will be on November 17, 2011 at 7:00 p.m. The Board will immediately go into Executive Session and reconvene into public session at 8:00 p.m.

Ms. Johnson moved to adjourn at 9:40 p.m. Seconded by Mr.Nicolosi.

Unanimously carried.

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Respectfully submitted,

Catherine Antioco