SYOSSET PUBLIC LIBRARY
BOARD OF TRUSTEES

MINUTES
MEETING OF TUESDAY, JULY 8, 2014

Time: The meeting was called to order at 6:30 PM by Ms. Evans, President. The Board entered into Executive Session at 6:31 PM and reconvened the regular meeting at 6:55 PM.

Attendance: Present - Jane Evans, President; Robert Glick, Vice President; Lorraine Trachtman, Reid Goldsmith and Alene Shorin, Trustees. Karen Liebman, Director; Lisa Caputo, Assistant Director; Angela Khilnani, Secretary and Arthur Venezia, Treasurer/Accountant were all present.

Public: Ronald Kass of 39 Bounty Lane, Jericho

Pledge of Allegiance:

A) Oath of Office: Alene Shorin was sworn in for a five-year term.

B) Election of Officers: The Board voted to elect the following officers for the 2014 -2015 term:
   Jane Evans as President. Glick - Goldsmith
   Aye: Glick, Trachtman, Goldsmith, Shorin

   Robert Glick as Vice President. Trachtman - Goldsmith
   Aye: Trachtman, Evans, Shorin, Goldsmith

C) Appointment of Treasurer/Accountant, Legal Counsel, and Secretary: Tabled

   Glick - Goldsmith Aye: Evans, Goldsmith, Shorin, Trachtman, Glick

E) The Board approved the designation of official banks and deposit limitations as First National Bank of Long Island and HSBC Bank
   Glick – Trachtman Aye: Trachtman, Goldsmith, Evans, Shorin, Glick

F) The Board approved the Reaffirmation of the Library By-Laws and the Board’s Policy Statement. Trachtman – Glick Aye: Glick, Evans, Trachtman, Goldsmith, Shorin

G) The Board approved the Library Bill of Rights and its Interpretations and the Freedom to Read Statements. Glick – Goldsmith
   Aye: Goldsmith, Evans, Trachtman, Shorin, Glick

H) The Board approved the designation in the amount of $750.00 for the petty cash fund.
   Glick – Trachtman Aye: Shorin, Evans, Glick, Trachtman, Goldsmith
I) The Board approved the designation in the amount of $5,000.00 for the Administrative Discretionary Fund.
   Trachtman– Shorin  Aye: Goldsmith, Glick, Trachtman, Evans, Shorin

J) The Board approved the official newspapers for library notices as Syosset Advance and the Syosset/Jericho Tribune.
   Shorin – Trachtman  Aye: Glick, Goldsmith, Evans, Shorin, Trachtman

K) The Board approved the designation of the Board meeting dates and times as the second Tuesday of each month at 6:30 PM with the Board’s option to change if necessary.
   Trachtman – Shorin  Aye: Shorin, Evans, Trachtman, Glick, Goldsmith

Minutes: The minutes of the regular meeting of June 10, 2014 were approved.
   Glick – Trachtman  Aye: Glick, Trachtman, Evans, Goldsmith, Shorin

Treasurer’s Report: The Board accepted the Treasurer’s and Accountant’s reports for June 2014 for filing.
   Glick – Trachtman  Aye: Glick, Evans, Trachtman, Goldsmith, Shorin

Bill Schedules: The Board accepted: No. 37 for $177,338.51, No. 38 for $49,085.79,
   No.1 for $124,017.06 and No. 2 for $73,456.56.
   Glick - Shorin  Aye: Trachtman, Evans, Goldsmith, Glick, Shorin

Correspondence: Letter from Elmont Library Board of Trustees was accepted for filing.
   Letter from Angela Khilnani was accepted for filing.

Director’s Report: As submitted. Mrs. Liebman reported that there has been an increase in patrons attending programs who are wheelchair users. Seven patrons have notified the library that they are no longer able to connect to our catalog from home. A librarian has been assigned to each patron to assist them with their library account. Verizon has verified that the problem is not in the library nor is it with Verizon’s equipment or the FIOS circuit. Verizon is working on what steps to take next. Mrs. Liebman reported that a new wireless printing system has been installed that allows wireless printing from all mobile devices. Utica has informed the library that renewal of the insurance policy will exclude Cyber Liability. Mrs. Liebman requested that Hometown obtain a quote should the Board wish to pursue Data Breach coverage. In addition, Mrs. Liebman thanked Christine Belling for working out a new agreement with our technology company.
Assistant Director’s Report: As submitted. Ms. Caputo reported that the Summer Reading Clubs have gotten off to a very strong start. An OPAC in the reference area was converted to an internet computer to be used for computer/database tutorials. Two charging stations have been purchased for public use. A successful Open Mic Night was organized by Teen Librarian Sharon Long. The Children’s Department has added two circulating Nooks preloaded with thirty titles for grades 3 and up. The Board accepted the Department Heads’ reports and statistics for filing.

Personnel Activity Report: None

Response from the Public: Mr. Kass asked about the information on the monthly calendar. Mrs. Liebman, Director, answered his question.

Committee Reports: None

Old Business: None

New Business: 1) The Board approved the 2014 – 2015 Salary Scale for submission to Nassau County Civil Service Commission. Glick – Trachtman Aye: Evans, Goldsmith, Trachtman, Glick, Shorin

2) The Board approved the library closing dates for 2015. Glick – Goldsmith Aye: Evans, Glick, Trachtman, Shorin, Goldsmith

3) Resolved, The Board of Trustees unanimously approved Administration salaries for 2014 – 2015. Glick – Goldsmith Aye: Goldsmith, Glick, Evans, Trachtman, Shorin

4) Secretary to the Board annual fee for 2014 – 2015 was tabled.

5) Treasurer/Accountant annual fee for 2014 – 2015 was tabled.

6) The Board of Trustees approved reimbursement for one (1) staff member who attended IUG (Innovative Users Group) Conference in Detroit, MI. Glick – Goldsmith Aye: Trachtman, Evans, Shorin, Glick, Goldsmith

7) The Board of Trustees approved reimbursement for one (1) staff member who attended the PERMA Annual Conference in Bolton Landing, NY. Glick – Trachtman Aye: Goldsmith, Trachtman, Evans, Shorin, Glick
8) The Board approved attendance for two (2) staff members at the NYLA Annual Conference in Saratoga Springs, NY on November 5 – 8, 2014.
Glick – Goldsmith Aye: Evans, Glick, Trachtman, Shorin, Goldsmith

9) The Board approved attendance for three (3) staff members at the Fall Literature Conference Hyatt Regency Long Island in Hauppauge, NY on October 24, 2014.
Glick – Trachtman Aye: Glick, Goldsmith, Shorin, Evans, Trachtman

10) The Board approved reimbursement for three (3) staff members and one (1) Trustee who attended ALA Annual Conference in Las Vegas, NV.
Glick – Goldsmith Aye: Shorin, Evans, Trachtman, Glick, Goldsmith

Adjournment: The meeting was adjourned at 7:25 PM.
Glick - Goldsmith
Aye: Trachtman, Evans, Glick, Goldsmith, Shorin

Respectfully submitted,

*Angela Khilnani*

Secretary to the Board