The regular meeting was called to order at 6:30 PM by Mrs. Trachtman.

Present - Lorraine Trachtman, Reid Goldsmith and Alene Shorin, Trustee. Karen Liebman, Director; Lisa Caputo, Assistant Director; Angela Khilnani, Secretary, and Lawrence Israeloff, Treasurer/Accountant

Jane Evans and Robert Glick Trustees were absent with prior notice.

None

Mrs. Liebman reported that new wireless microphones and a new DVD player were installed in the Community Room. A new Uninterrupted Power Supply (UPS) was installed in the first floor data closet. Mrs. Liebman reported that Section 75 of New York’s new Non-Profit Revitalization Act requires that public libraries develop and implement a Whistleblower Policy. Beginning April 30, 2015, the New York State Tax Department will require all withholding tax returns to be filed electronically. Mrs. Liebman reported that the Babysitting Registry will be eliminated but the Babysitting Workshop for teens will still be offered. In January 2015, Syosset Public Library patrons will be able to access thousands of free online courses and training videos through Lynda.com. In addition, Mrs. Liebman reported that she and Alene Shorin, Trustee participated in a webinar “Public Library Finance and the Trustee’s Fiduciary Responsibilities” which provided an overview of the Library Trustee’s roles and responsibilities in public library finance. Mrs. Liebman discussed publishing the library audit report to the website.
Assistant Director’s Report: As submitted. Ms. Caputo reported that the large pocket door of the closet in Meeting Room B/C became unhinged and is being replaced by a lightweight, sturdy door fabricated by Gym Door Repairs, Inc. On November 18 and 19 the library hosted H.B. Thompson Middle School research classes. Twenty teens and “tweens” (4th through 9th graders) attended a creative writing workshop taught by YA author Matt Blackstone. Department Heads’ reports and statistics were accepted for filing.

Personnel Activity Report: The report of one (1) new hire and two (2) internal moves was accepted by the Board for filing.

Goldsmith – Shorin   Aye:  Trachtman, Shorin, Goldsmith

Committee Reports: None

Response from the Public: None

Old Business: 1) 2nd reading of Revised Procurement Guidelines Policy.

Goldsmith – Shorin   Aye: Goldsmith, Shorin, Trachtman

2) Resolved, the Board approved to extend FMLA (Family and Medical Leave Act) through January 2015 subject to the conditions of the letter sent to staff member.

Goldsmith – Shorin   Aye: Shorin, Goldsmith, Trachtman


Goldsmith – Shorin   Aye: Shorin, Trachtman, Goldsmith

New Business: 1) 1st reading of Whistleblower Policy.

Goldsmith – Shorin   Aye: Trachtman, Goldsmith, Shorin

2) Resolved, the Board approved to allow AccuData to file the New York State withholding tax return electronically.

Goldsmith – Shorin   Aye: Shorin, Goldsmith, Trachtman
3) The Board approved reimbursement for one (1) staff member who attended the NYLA (New York Library Association) Conference in Saratoga Springs, NY.

Goldsmith – Shorin  Aye:  Trachtman, Goldsmith, Shorin

Adjournment: The meeting was adjourned at 7:00 PM.  Goldsmith - Shorin
Aye: All

Respectfully submitted,

Angela Khilnani

Secretary to the Board