SYOSSET PUBLIC LIBRARY
BOARD OF TRUSTEES

APPROVED MINUTES
MEETING OF TUESDAY, APRIL 14, 2015

Time: The meeting was called to order at 6:31 PM by Ms. Jane Evans, President.

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 Lawrence Israeloff, Treasurer/Accountant. Benjamin Truncale Jr., Legal Counsel, arrived at 6:45 PM

Absent: None

Public Attendance: Pam Strudler – Syosset Library Staff
Sharon Long – Syosset Library Staff

Minutes: The minutes of the regular meeting of March 10, 2015 were unanimously approved.
Glick – Shorin Aye: Evans, Trachtman, Goldsmith, Shorin, Glick

Treasurer’s / Accountant’s Reports: The Treasurer’s and Accountant’s Reports for March 2015 were unanimously approved. Glick – Trachtman
Aye: Shorin, Evans, Trachtman, Goldsmith, Glick

Bill Schedules: Unanimously approved: No. 27 for $129,527.37, No. 28 for $179,799.04 No. 29 for $114,065.67 and No. 30 for $97,368.35.
Glick – Trachtman Aye: Goldsmith, Trachtman, Evans, Shorin, Glick

Correspondence: Letter from Baldessari & Coster LLP was accepted for filing.

Director’s Report: As submitted. Mrs. Liebman discussed the Creation Station Policy and Liability Waivers. Mrs. Liebman spoke about Encore Duet. Encore Duet is a cataloging software which makes catalog searches easier for patrons and provides better search results. Encore Duet incorporates several new standout features:

- OverDrive integration that will allow ebooks and audiobooks to be downloaded directly from the catalog.
- Faceted searching.
- Searches integrate database articles from almost all databases the library subscribes to at the same time.

In addition, Mrs. Liebman reported that the library received a check for $9,211.00 as an offset of costs associated with the payment of the MTA Payroll Tax. The funds were appropriated from the 2014-2015 New York State Budget. Going forward, public libraries have been permanently exempted from the MTA Payroll taxes.
Assistant Director’s Report: As submitted. Ms. Caputo reported that on March 13th and March 20th Don Longo, a retired police officer, presented a staff development workshop called *Staff Incident Response Tactics*. The library now offers an online program that will help patrons prepare for the theory portion of their DMV test. In addition, Ms. Caputo reported that she is working with Babu to streamline the custodial schedule. The Board accepted the reports and statistics for filing.

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

Personnel Activity Report: None

Committee Reports: None

Response from the Public: None

Old Business: 1) The Board approved the 2nd reading of Meals and Refreshment Policy.

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


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

2) The Board approved the Annual Report to New York State.

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

3) The Board approved the 1st reading of Creation Staton Policy and Liability Waivers.

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

4) The Board approved the purchase of Encore Duet from Innovative.

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

5) The Board approved a motion to not enter into a Government Efficiency Plan as provided for by New York State’s Tax Freeze Legislation.

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

6) The Board approved a motion to authorize Library Board President Jane Evans to execute documents on behalf of the settlement concerning the chiller.

Glick – Shorin  Aye: Shorin, Evans, Goldsmith, Trachtman, Glick
7) The Board approved a motion to settle the library claim for the damage to the chiller.
Glick – Goldsmith   Aye: Trachtman, Glick, Goldsmith, Shorin, Evans

Adjournment: The Board entered into Executive Session at 6:57 PM to discuss a legal issue and reconvened the regular meeting at 7:25 PM.

Adjournment: The meeting was adjourned at 7:37 PM
Glick – Trachtman   Aye: All

Respectfully submitted,

Angela Khilnani

Secretary of the Board