SYOSSET PUBLIC LIBRARY
BOARD OF TRUSTEES
APPROVED MINUTES
MEETING OF TUESDAY, JULY 14, 2015

Time:  The meeting was called to order at 6:30 PM by Ms. Evans, President.

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

Absent:  Reid Goldsmith, Trustee, absent with prior notice.

Public:  Megan Kass, Syosset Library Staff

Pledge of Allegiance:

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

B) Election of Officers:  The Board voted to elect the following officers for the 2015 -2016 term:

   Jane Evans as President.  Trachtman - Shorin
   Aye: Glick, Trachtman, Shorin

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

C) Appointment of Treasurer/Accountant, Legal Counsel, and Secretary:
   Approved for 2015 - 2016:
   Mr. Lawrence Israeloff as Treasurer/Accountant.
   Mr. Benjamin J. Truncale, Jr. of Spellman Rice Schure Gibbons McDonough Polizzi & Truncale LLP as Legal Counsel.
   Ms. Angela Khilnani as Board Secretary.
   Trachtman – Glick  Aye:  Trachtman, Evans, Glick, Shorin

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

F) The Board approved the Reaffirmation of the Library By-Laws and the Board’s Policy Statement.  Trachtman – Shorin  Aye:  Glick, Evans, Trachtman, Shorin
G) The Board approved the Library Bill of Rights and its Interpretations and the Freedom to Read Statements.
   Trachtman – Glick   Aye: Evans, Trachtman, Shorin, Glick

H) The Board approved the designation in the amount of $750.00 for the petty cash fund.
   Trachtman - Shorin   Aye: Shorin, Evans, Glick, Trachtman

I) The Board approved the designation in the amount of $5,000.00 for the Administrative Discretionary Fund.
   Trachtman– Glick   Aye: 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, 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

Minutes: The minutes of the regular meeting of June 9, 2015 were approved.
   Glick – Trachtman   Aye: Glick, Trachtman, Evans, Shorin

Treasurer’s Report: The Board accepted the Treasurer’s and Accountant’s reports for June 2015 for filing.
   Trachtman – Shorin   Aye: Glick, Evans, Trachtman, Shorin

Bill Schedules: The Board accepted: No. 37 for $172,007.18, No. 38 for $54,776.95,
   No.1 for $119,894.72 and No. 2 for $73,456.56.

Capital Improvement: No. 1 for 16,554.72
   Glick - Trachtman   Aye: Trachtman, Evans, Glick, Shorin

Correspondence: Letter from Lawrence Israeloff was accepted for filing.
Director’s Report: As submitted. Mrs. Liebman reported that the base trim at the Circulation and Information Desks was repaired and refurbished. New shelves were installed adjacent to the Media desk for circulating video games. Mrs. Liebman, as the Compliance Officer of the Syosset Public Library Whistleblower Policy, reported that the policy has been distributed to all trustees, officers, employees and volunteers. Mrs. Liebman stated that the Property Tax Freeze Certification form was submitted. On June 23, 2015 the State Legislature and Governor agreed to extend the Tax Cap Legislation for four years. Mrs. Liebman reported that Syosset appeared on a list of New York State Senate approved grants in aid (bullet aid) for the 2015-2016 state budget year. In addition, Mrs. Liebman reported that the 2014 issue where some patrons could not access the library catalog and their accounts from home has resurfaced. We have been told that the issue is not with the Syosset Library catalog, nor with Verizon. Megan Kass is working with a senior IT administrator at Cablevision to resolve the issue. A librarian has been assigned to each patron to assist with his or her library account.

Assistant Director’s Report: As submitted. Ms. Caputo reported that the library is circulating Roku Streaming Sticks. The devices are preloaded with Netflix content and have a loan period of seven (7) days. The Friends of Syosset Library held their annual meeting on June 1, 2015. Sharon Long, YA Librarian, demonstrated Lego Mindstorms which were generously funded by the Friends. The Board accepted the Department Heads’ reports and statistics for filing.

Personnel Activity Report: The report of (2) new hires was accepted by the Board for filing. Glick – Shorin     Aye: Evans, Trachtman, Glick, Shorin

Response from the Public: None

Committee Reports: None

Old Business: None
New Business:

1) The Board approved the 2015 – 2016 Salary Scale for submission to the Nassau County Civil Service Commission.
   Glick – Shorin  Aye: Evans, Trachtman, Glick, Shorin

2) The Board approved the library closing dates for 2016.
   Glick – Trachtman   Aye: Evans, Glick, Trachtman, Shorin

3) Resolved, The Board of Trustees unanimously approved the Treasurer’s/ Accountant’s annual fee for 2015 – 2016.
   Glick – Shorin   Aye: Glick, Evans, Trachtman, Shorin

4) The Board unanimously approved the 1st reading of revised the Workers’ Compensation Policy.
   Glick – Trachtman   Aye: Shorin, Evans, Trachtman, Glick

5) The Board approved reimbursement for three (3) staff members who attended the ALA Annual Conference in San Francisco, CA.
   Glick – Trachtman   Aye: Shorin, Evans, Trachtman, Glick

Adjournment: The meeting was adjourned at 6:55 PM.
   Glick - Shorin
   Aye: Trachtman, Evans, Glick, Shorin

Respectfully submitted,

Angela Khilnani

Secretary to the Board