Meeting called to order at 6:31 PM by Ms. Evans

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

Public: None

Pledge of Allegiance:

Minutes: The minutes of the regular meeting of September 08, 2015 were unanimously approved. Glick - Shorin Aye: Trachtman, Shorin, Evans, Glick, Goldsmith

Treasurer’s/Accountant’s Reports: The Treasurer’s and Accountant’s reports for September 2015 were accepted for filing. Glick – Trachtman Aye: Trachtman, Evans, Glick, Goldsmith, Shorin

Bill Schedules: Unanimously accepted: No. 8 for $174,868.71, No. 9 for $167,493.67, No. 10 for $114,318.83 and No. 11 for $81,708.86

Capital Improvement: No. 5 for $548.00 Glick - Shorin Aye: Trachtman, Evans, Shorin, Glick, Goldsmith

Correspondence: None

Director’s Report: As submitted. Mrs. Liebman stated that the current Long Range Plan expires in 2015. She presented an updated plan for the Board to review. Mrs. Liebman requested that Benjamin Truncale, Attorney review and update the library’s current Procurement Policy to be more in compliance with General Municipal Law. Mrs. Liebman reported that on several occasions the library has paid a bank service charge due to patrons paying fines with personal checks that have bounced. Mrs. Liebman recommended that the board accept only cash and credit cards for the payment of fines. Mrs. Liebman reported that Balessari & Coster LLP completed the annual audit and she prepared the audit comment letter for their review. Mrs. Liebman stated that she noticed a damaged spandrel glass window on the north side of the building over a year ago and waited to see if the problem would appear on any of the other windows. Mrs. Liebman presented an estimate and recommended that we do not replace the window at this time as it is strictly a cosmetic problem. In addition, Mrs. Liebman reported that the building was evacuated on September 30th, 2015 at 6:45PM. The Fire Department came and allowed everyone back in the building by 7PM. SimplexGrinnell came that evening and determined that someone was smoking in one of the third floor bathrooms causing the alarms to go off.
Assistant Director’s Report: As submitted. Ms. Caputo reported that a pipe was rising up slightly through the asphalt in the front parking lot. Stasi Brothers weighted down the pipe, which holds electrical wires, with a concrete slab and poured asphalt over the area. Sonia Grgas and Stacey Levine led the first summer reading club for staff. Ms. Caputo reported that the Syosset Street Fair was a great opportunity to talk to people about what the library has to offer. The Board accepted the department heads’ reports and statistics for filing.

Personnel Activity Report: The report of one (1) resignation and one (1) new hired was accepted by the Board for filing.
Glick – Trachtman Aye: Goldsmith, Trachtman, Shorin, Glick, Evans

Committee Reports: None

Response from the Public: None

Old Business: None


2) The Board unanimously approved the 1st reading of revised Procurement Policy. Glick – Goldsmith Aye: Evans, Shorin, Trachtman, Glick, Goldsmith

3) Resolved, The Syosset Library Board of Trustees unanimously passed to accept only cash or credit cards as payment for fines. Glick – Goldsmith Aye: Trachtman, Evans, Goldsmith, Shorin, Glick

4) The Board unanimously approved to award Superior Contracting, Inc the library’s snow removal contract. Glick – Shorin Aye: Goldsmith, Glick, Shorin, Evans, Trachtman

5) The Board unanimously approved for four (4) staff members to attend the PLA (Public Library Association) Conference in Denver, CO on April 5th – 9th, 2015. Glick – Goldsmith Aye: Evans, Trachtman, Shorin, Glick, Goldsmith

6) The Board unanimously approved to hire Gordon L. Seaman to do 1st floor electrical project. Glick – Trachtman Aye: Shorin, Evans, Glick, Trachtman, Goldsmith

Adjournment: The meeting was adjourned at 6:59 PM Glick - Shorin Aye: All

Respectfully submitted,

Angela Khilnani

Secretary to the Board