SYOSSET PUBLIC LIBRARY
BOARD OF TRUSTEES

APPROVED MINUTES
MEETING OF TUESDAY, NOVEMBER 10, 2015

Time: The meeting was called to order at 6:32 PM by Ms. Evans, President. The Board entered into Executive Session at 6:33 PM and reconvened the regular meeting at 7:10 PM.

Attendance: Present - Jane Evans, President; Robert Glick, Vice-President; Alene Shorin, Lorraine Trachtman and Reid Goldsmith, Trustees. Karen Liebman, Director and Angela Khilnani, Secretary were also present.

Public: None

Pledge of Allegiance:

Minutes: The minutes of the regular meeting of October 13, 2015 were unanimously approved.

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

Treasurer’s/Accountant’s Reports: Were tabled.

Bill Schedules: Unanimously accepted: No. 12 for $184,094.42, No. 13 for $129,309.63, and No. 14 for $572,130.86

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

Correspondence: None

Director’s Report: As submitted. Mrs. Liebman reported that the chiller was drained and the sprinkler system was winterized. The Friends of Syosset Library raised $3,200 at their sixth annual used book sale. Mrs. Liebman reported that Lisa Caputo has resigned as Assistant Director of the Syosset Public Library to accept the position of Director of the Long Beach Library. Mrs. Liebman reported that Nassau County has implemented a Nassau County Fire Prevention Ordinance requiring that fire sprinkler systems and combination fire sprinkler/standpipe systems have a functionality test performed on each Fire Department connection every five years. Mrs. Liebman attended a fundraiser with Jackie Thresher for Senator Marcellino. Mrs. Liebman reported that we received a $10,000 check from the 2015 Bullet Aid Allocation by State Senators. She sent a thank you note to Senator Marcellino. Mrs. Liebman reported that the original and oldest Innovative-purchased server should be replaced within the next year. She stated that we should not wait until the server fails to replace it as it can take from forty-five days to three months for the product installation and service delivery to be completed. Mrs. Liebman recommended that the $10,000 in Bullet Aid be earmarked towards a new server. Mrs. Liebman reported that a Windows 10 computer was added to the Reference Office to give staff time to become familiar with the Windows 10 operating system. Mrs. Liebman reported that we ordered the Korean Daily and a second copy of the Korean Times. She mentioned that the Korean American community continues to assist us in cataloging the Korean collection. The Board accepted the Department Heads’ reports and statistics for filing.
Assistant Director’s Report:  None

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

Committee Reports:  None

Response from the Public:  None

Old Business: 1) The Board unanimously approved the 2nd reading of the revised Procurement Policy.

New Business: 1) Resolved, The Board of Trustees unanimously appointed Pamela Martin as Acting Assistant Director according to the terms and conditions within the offer of employment letter effective November 12, 2015.
Glick – Shorin  Aye:  Glick, Goldsmith, Shorin, Evans, Trachtman

   2) The Board approved reimbursement for two (2) staff members who attended the NYLA Conference in Lake Placid, NY.
Glick – Goldsmith  Aye:  Shorin, Evans, Glick, Goldsmith, Trachtman

   3) Resolved, The Board unanimously approved the transfer of $10,000 in Bullet Aid funds from account 4014-01(State Aid) to 5203-00 (Computer, Servers, Peripherals).
Glick – Shorin  Aye:  Shorin, Trachtman, Glick, Goldsmith, Evans

   4) The Board approved the purchase of the Innovative IBM x3650 M4 Sierra Application Server.
Goldsmith – Shorin  Aye:  Evans, Glick, Goldsmith, Shorin, Trachtman

   5) The Board unanimously approved the purchase of the Nassau Library System (NLS) Core Collection.
Glick – Trachtman  Aye:  Glick, Goldsmith, Evans, Shorin, Trachtman

Respectfully submitted,

Angela Khilnani

Secretary to the Board