SYOSSET PUBLIC LIBRARY
BOARD OF TRUSTEES

APPROVED MINUTES
MEETING OF TUESDAY, DECEMBER 8, 2015

Time: The regular meeting was called to order at 6:35 PM by Ms. Evans, President. The Board entered into Executive Session at 6:36 PM and reconvened the regular meeting at 6:52 PM.

Attendance: Present - Jane Evans, President; Reid Goldsmith, Lorraine Trachtman, Alene Shorin, Trustees. Karen Liebman, Director; Pamela Martin, Acting Assistant Director; Angela Khilnani, Secretary, and Lawrence Israeloff, Treasurer/Accountant

Absent: Robert Glick, Trustee, was absent with prior notice.

Public: None

Pledge of Allegiance:

Minutes: The minutes of the regular meeting of November 12, 2015 were approved. Goldsmith - Trachtman Aye: Goldsmith, Shorin, Evans, Trachtman

Treasurer’s/Accountant’s Reports: The Treasurer’s and Accountant’s reports for October and November 2015 were accepted for filing. Goldsmith - Shorin Aye: Evans, Shorin, Trachtman, Goldsmith

Bill Schedules: Unanimously accepted: No. 15 for $235,760.21, No. 16 for $133,130.32 and No.17 for $63,097.15

Capital Improvement: No. 6 for $9,725.00 Trachtman - Shorin Aye: Trachtman, Evans, Shorin, Goldsmith

Correspondence: None

Director’s Report: As submitted. Mrs. Liebman reported that she has begun the process of preparing the budget. She stated that the most current inflation factor published by the New York State Office of the State Comptroller is 0.31%. Library Directors who participate in the ALIS (Automated Library Information System) system have been discussing the possibility of merging ALIS and NLS. Mrs. Liebman reported that the 2016 charge for cards issued by member libraries to individuals that do not reside within Nassau County will be $375. Gordon L. Seaman installed electrical poke-thrus for the first floor tables and reading areas. Most of the work was done at night and Mrs. Liebman thanked Mr. Kareem for changing his hours during this period. Mrs. Liebman reported that two new vinyl wall signs were installed in Creation Station completing the makerspace project. In addition, Mrs. Liebman reported that there was a test of the dual fuel heating system on December 3. There was a strong smell throughout the building and alarms were ringing in the boiler room. Staff remained outside; the library opened shortly before 10 am when it was determined that there was a problem with the oil pump that pulls the oil into the system.
Acting Assistant Director’s Report:

As submitted. Ms. Martin reported that she formulated a procedure to ensure that the custodians regularly clean the toys in the Children’s Room. She is working with The Chinese American Association of Syosset on a Chinese New Year celebration scheduled for January 31, 2016 and with The Indian Cultural Group of Syosset on a spring program, The Festival of Colors. On November 13 the Head of Teen Services hosted a meeting for new foreign-speaking students and their parents. On November 18 local veterans attended a Veterans’ Administration Outreach Program. In addition, Ms. Martin reported that 40 staff members attended a presentation by community educators from the group Long Island Gay and Lesbian Youth on how to create a supportive environment for LGBT youth. Department Heads’ reports and statistics were accepted for filing.

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

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

Committee Reports: None

Response from the Public: None

Old Business: None

New Business: 1) Mr. Albert Coster of Baldessari & Coster LLP presented the audit report for the fiscal year ending June 30, 2015. The Board unanimously accepted the auditor’s report as submitted for filing.

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

2) Resolved, The Board of Trustees unanimously approved the revised terms and conditions within the offer of employment letter to Pamela Martin, effective November 12, 2015.

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

Adjournment: The meeting was adjourned at 7:32 PM. Trachtman - Goldsmith

Aye: All

Respectfully submitted,

Angela Khilnani

Secretary to the Board