Unapproved Minutes
Meeting of Tuesday, February 09, 2016

Time: The meeting was called to order at 6:02 PM by Ms. Jane Evans, President. The Board entered into Executive Session at 6:04 PM and reconvened the regular meeting at 6:33 PM.

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

Lawrence Israeloff, Treasurer/Accountant departed at 6:40 PM.

Public Attendance: None

Minutes: The minutes of the regular meeting of January 12, 2016 were unanimously approved.
Glick - Trachtman Aye: Evans, Trachtman, Glick, Goldsmith, Shorin

Treasurer’s/Accountant’s Reports: The Treasurer’s and Accountant’s reports for January 2016 were unanimously approved.
Glick – Goldsmith Aye: Evans, Trachtman, Goldsmith, Glick, Shorin

Bill Schedules: Unanimously accepted: No. 21 for $175,191.78, No. 22 for $131,087.32, and No. 23 for $113,637.94.
Glick - Shorin Aye: Trachtman, Evans, Goldsmith, Glick, Shorin

Correspondence: None

Director’s Report: As submitted. Mrs. Liebman reported that the Allowable Levy Growth Factor for fiscal year July 1, 2016 – June 30, 2017 is 1.0012%. Library attorney Ben Truncale recommends that the Board follow a tax cap override procedure as a safety net even though we do not plan to go over the tax cap. Mrs. Liebman presented three proposals for a facilities study. The architectural/engineering firm selected would examine building systems, evaluate life expectancies and replacement costs. Mrs. Liebman met with Nicholas Crumlich from Gordon L. Seaman and a representative from the lighting manufacturer to find a solution for the light fixtures with cracked coverings. In addition, Mrs. Liebman spoke about an article from the Times Union Capital Bureau which outlines Governor Cuomo’s Municipal Consolidation and Efficiency Competition.
Assistant Director’s Report: As submitted. Mrs. Martin reported that repairs to the front curb and sidewalk were completed. Worn out task chairs at the Reference, Media and Readers’ Services desks were replaced and new vending machines were delivered. Mrs. Martin reported that the Friends of the Library will be purchasing the following for the library with the funds raised from the 2015 Annual Book Sale: 12 Imprinted Tote Bags for the Book Club in a Bag program, The Long Island Children’s Museum Pass and a 6-foot black powder-coated steel bench for the front of the library. On January 22, 2106, Don Longo of Longo Consulting provided a staff development workshop called *Active Shooter Incident. How to Respond….How to Survive.* Finalized copies of the revised Procedures Manual were distributed to all department managers. In addition, Mrs. Martin reported that 150 families participated in the Chinese New Year Celebration on January 31st. Members of the Chinese American Association of Syosset (CAAS) met with the Head of Children’s Services to discuss selecting children’s books that are written in Chinese. The Board accepted the department heads’ reports and statistics for filing.

Personnel Activity Report: None

Committee Reports: None

Response from the Public: None

Old Business: None

New Business: 1) Resolved, The Board of Trustees unanimously accepted the Tax Cap Override.

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

2) Resolution to approve the 2016 – 2017 Proposed Library Budget was tabled.

3) The Board unanimously approved attendance for three (3) staff members at the Long Island Libraries and Pop Culture Conference at St. John’s University Oakdale Campus on April 14, 2016.

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

4) The Board unanimously approved attendance for two (2) staff members at the ALA Conference in Orlando, FL on June 23 – June 30, 2016.

Glick – Goldsmith Aye: Trachtman, Glick, Shorin, Evans, Goldsmith
5) The Board unanimously approved the hiring of the architectural/engineering firm BBS Architects to perform a facilities study.
Glick – Goldsmith   Aye: Shorin, Evans, Goldsmith, Trachtman, Glick

Adjournment: The meeting was adjourned at 6:47 PM.   Glick - Goldsmith
Aye: All

Respectfully submitted,

Angela Khilnani
Secretary to the Board