SYOSSET PUBLIC LIBRARY
BOARD OF TRUSTEES

APPROVED MINUTES
MEETING OF TUESDAY, JANUARY 10, 2017

Time: The meeting was called to order at 6:35 PM by Ms. Jane Evans, President.

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

Lawrence Israeloff, Treasurer/Accountant left at 6:45 PM.

Public Attendance: None

Minutes: The minutes of the regular meeting of December 13, 2016 were unanimously approved.
Glick – Shorin
Aye: Evans, Trachtman, Goldsmith, Shorin, Glick

Treasurer’s / Accountant’s Reports: The Treasurer’s and Accountant’s Reports for November and December 2016 were accepted for filing.
Glick – Trachtman
Aye: Goldsmith, Evans, Glick, Shorin, Trachtman

Mr. Israeloff reviewed and approved the bank reconciliation for all the bank accounts.

Bill Schedules: Unanimously approved: No. 17 for $185,973.31, No. 18 for $140,513.76 and No. 19 for $69,412.92.

Capital Improvement: Unanimously approved: No. 3 for $9,524.74.
Glick – Shorin Aye: Trachtman, Evans, Shorin, Goldsmith, Glick

Correspondence: Letter from Patricia Marcellino was accepted for filing.
Director’s Report: As submitted. Mrs. Liebman reported that SimplexGrinnell connected the door holders/closers to the fire alarm system in order to release all door holders upon a fire alarm signal. Mrs. Liebman discussed “fake news” and reported that several librarians have registered for a six week Stony Brook University online course, “Making Sense of the News: News Literacy Lessons for Digital Citizens.” Mrs. Liebman presented the Proposed Revision of the NLS Resource Sharing Code stating that nearly all of the provisions in the Code have been in place for over a decade. A goal of the revised Code is to make transactions and problem-solving simpler for patrons when they visit libraries other than their home libraries. Mrs. Liebman reported that at the suggestion of a patron, two additional shopping carts have been ordered for the front entry where there are several handicapped parking spots and where many seniors prefer to park. Mrs. Liebman and Trustee Shorin presented the Board with library quotes and the Board chose two quotes to be used on the first floor. In addition, Mrs. Liebman showed the Board two carpet samples for the lower level.

Assistant Director’s Report: As submitted. Ms. Martin reported the New York State inspection of the boiler was done by the Hartford Steam Boiler Inspection and Insurance Company. Ms. Martin worked with Clare Badke to update the Disaster Recovery Plan. Ms. Martin reported on two outstanding programs that took place this month: international bestselling author Alyson Richman discussed her novels at the Readers’ Services year end celebration on December 20 and the Teen Services Department held a STEM (Science, Technology, Engineering, and Math) afternoon program on December 29 to help encourage young people to pursue interests in these fields. Ms. Martin reported that the New York Transit Museum was added to the museum pass program. In addition, Ms. Martin reported that on December 2 staff members attended a NARCAN/Naloxone training meeting given by Reisa Berg of the Long Island Council on Alcoholism and Drug Dependence. Naloxone Rescue Kits were put at the six public desks and the entire staff was notified about their precise locations. The Board accepted the reports and statistics for filing.

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

Personnel Activity Report: The report of four (4) internal moves was accepted by the Board for filing.
Trachtman – Shorin Aye: Goldsmith, Shorin, Evans, Trachtman, Glick

Committee Reports: None

Response from the Public: None
Old Business: None

New Business:

1) The Board of Trustees unanimously approved the Nassau Library System Resource Sharing Code.
   Glick – Trachtman   Aye: Glick, Goldsmith, Evans, Shorin, Trachtman

2) The Board of Trustees unanimously approved the carpet proposal.
   Glick – Shorin   Aye: Evans, Trachtman, Shorin, Glick, Goldsmith

3) The Board approved staff attendance at LILC (Long Island Library Conference) on Thursday, May 4, 2017.
   Glick – Shorin   Aye: Evans, Trachtman, Shorin, Glick, Goldsmith

4) The Board of Trustees unanimously approved the date for the Annual Public Budget Hearing and Know Your Candidate Night - Tuesday, May 9, 2017 at 6:30 pm in Meeting Room A.
   Glick – Trachtman   Aye: Shorin, Trachtman, Evans, Glick, Goldsmith

5) The Board of Trustees unanimously approved staff attendance at the Long Island Libraries and Pop Culture Conference 2017 on Wednesday, March 15, 2017 at Farmingdale Public Library.
   Glick – Shorin   Aye: Shorin, Trachtman, Glick, Goldsmith, Evans

Adjournment: The meeting was adjourned at 7:10 PM
   Glick – Trachtman   Aye: All

Respectfully submitted,

Angela Khilnani

Secretary of the Board