SYOSSET PUBLIC LIBRARY
BOARD OF TRUSTEES

APPROVED MINUTES
MEETING OF TUESDAY, SEPTEMBER 12, 2017

Time: The meeting was called to order at 6:31 PM by Ms. Evans, President. The Board entered into Executive Session at 6:32 PM and reconvened the regular meeting at 6:50 PM.

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

Absent: Reid Goldsmith, Trustee, absent with prior notice.

Lawrence Israeloff, Treasurer/Accountant, departed at 7:00 PM.

Public: None

Pledge of Allegiance:

Minutes: The minutes of the regular meeting of July 18, 2017 were approved.

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

Treasurer’s/Accountant’s Reports: The Board accepted the Treasurer’s and Accountant’s reports for July and August 2017 for filing.

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

Mr. Israeloff reviewed and approved the bank reconciliation for July and August 2017 for all bank accounts.

Bill Schedules: The Board accepted: No. 3 for $185,887.13, No. 4 for $136,660.21, No. 5 for $206,012.15, No. 6 for $108,457.12 and No. 7 for $173,216.83.

Correspondence: The letter from the New York Library Association was accepted for filing.
Director’s Report: As submitted. Mrs. Liebman reported that the library responded to a FOIL request from the Council of Administrators & Supervisors for a copy of the Union Contract. Mrs. Liebman reported that the Government Accounting Standards Board (GASB) has issued GASB 75 which is effective for fiscal years beginning after June 15, 2017. Suffolk Cooperative Library System (SCLS) received a proposal from USI Consulting Group for GASB 75 and extended the offer to Nassau libraries which will reduce costs and be more efficient. Mrs. Liebman reported that Baldessare & Coster, LLP conducted the annual audit and The Hartford performed a payroll audit. Mrs. Liebman reported that although Toshiba has pulled out of the telephone business, Mitel will support Toshiba systems. Mrs. Liebman reported that Trustee Reid Goldsmith spoke to Syosset Fire Department Commissioner Graceffa regarding parking at the firehouse. Mr. Goldsmith was told that we will be able to use four spots on Mondays and Thursdays. Mrs. Liebman contacted Commissioner Graceffa and was told that they would like parking to begin after the agreement between the school district, the library and the fire department is official. In addition, Mrs. Liebman reported that Calgi Construction Management revised their recommendation for the “Wood Ceiling Panels Furnish Material Contract” which will result in a savings of $6,700.

Assistant Director’s Report: As submitted. Ms. Martin reported that the Syosset Fire Department reseeded areas adjacent to library property and new sprinkler lines were installed; the bench donated by the Kumar family in memory of Dr. Ganesh P. Kumar was installed near the garden; Henrich Equipment Company, Inc. completed a biannual inspection of the oil tank and the fuel management system; and Babu Kareem repaired areas of the concrete foundation. Ms. Martin reported the library again participated in the Long Island Coalition of the Homeless “Supply Our Students” Back to School drive for backpacks and school supplies. Ms. Martin reported that Build a Better World was the theme of the summer reading clubs for all ages. It was another very successful and enjoyable year for the Syosset Library summer reading programs with 830 adults, teens and children reading 8,720 books, which was an increase of 31% from last year. The library participated in the Oyster Bay Reads, an initiative of the Town of Oyster Bay and public libraries which held a Movies by Moonlight program on August 3. Children’s librarians Amy Badagliacca and Rosemarie Birofka represented the library with craft and games for the children before the movie showing of The Lego Batman Movie. 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) The Board of Trustees approved the ratification of the Union Contract for the fiscal year July 1, 2017 to June 30, 2018.
   Glick - Trachtman   Aye: Shorin, Trachtman, Evans, Glick

2) Resolved, The Board of Trustees unanimously rescinded the Wood Ceiling Panels Furnish Materials Contract that was awarded to Carob Industries, Inc.
   Glick – Shorin   Aye: Trachtman, Evans, Glick, Shorin

3) Resolved, The Board of Trustees unanimously approved awarding the Wood Ceiling Panels Furnish Materials Contract to Creative Installations, Inc.
   Glick – Shorin   Aye: Glick, Shorin, Evans, Trachtman

4) Resolved, The Board of Trustees unanimously approved to rescind the September 13, 2016 resolution approving funds to be appropriated from the Capital Fund for the First Floor Lighting Project.
   Glick – Trachtman   Aye: Evans, Trachtman, Shorin, Glick

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

Respectfully submitted,

Angela Khilnani

Secretary to the Board