SYOSSET PUBLIC LIBRARY
BOARD OF TRUSTEES

APPROVED MINUTES
MEETING OF TUESDAY, MARCH 13, 2018

Time: The meeting was called to order at 6:32 PM by Ms. Evans, President.

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

Reid Goldsmith, Trustee arrived at 6:36 PM.

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

Lawrence Israeloff, Treasurer/Accountant, departed at 6:37 PM

Public Attendance: None

Minutes: The minutes of the regular meeting of February 13, 2018 were approved.

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

Treasurer’s/Accountant’s Reports: The Treasurer’s and Accountant’s reports for February 2018 were unanimously approved.

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

Mr. Israeloff reviewed and approved the bank reconciliations for February 2018.

Bill Schedules: Unanimously accepted: No. 24 for $214,640.98, No. 25 for $136,877.81 and No. 26 for $73,056.19.

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

Correspondence: None
Director’s Report:  As submitted. Ms. Belling reported that two (2) proposals were submitted in response to Calgi’s RFP (response for proposal). After reviewing the proposals, David Chen of Calgi reached out to Eldor Electrical to ask additional questions. Ms. Belling reported that the modified Property Easement Agreement was forwarded to the Syosset Fire Department to approve the change. On Wednesday, February 28, 2018, Ms. Belling met with Gary Gonzalez from Park East Construction and Jim Gerardi from Commercial Instrumentation Services (CIS) to review the current setup of the gas detection system. The re-installation of the gas detection system was completed on March 6, 2018. Ms. Belling reported that gas sensors are malfunctioning and need to be replaced. The installation of an audible alarm was completed and can be heard in the custodian’s office. In December 2016 the Board voted to participate in a dental coverage plan using a consortium package. Ms. Belling updated the Board on the dental coverage plan using the consortium package that is available through Delta Dental. A representative from Delta Dental will be coming to the Syosset Library on Friday, April 13, 2018 to review the dental coverage options that are available. The plan will be fully funded by employees and it is open to all staff members. In addition, Ms. Belling discussed the frustrations public libraries are having working with Nassau County Civil Service. She is asking the Board of Trustees to write a letter to Nassau County Executive Laura Curran requesting a meeting.

Assistant Director’s Report:  As submitted. Ms. Martin reported that a new more modern looking coffee machine was installed in the café area. On Saturday, February 11, 2018, the Chinese American Association of Syosset presented a Chinese New Year Celebration. The Association performed several different performances in celebration of the Year of the Dog. On Monday, February 26, 2018, the library held a Retro Gaming Night for the 20- and 30-year-old age group. More programs like this are planned as a direct result of the success of Sy-Con. Ms. Martin reported that Jessikah Chautin, Lisa Hollander, Sunita Kelkar, Stacey Mencher and Jean Simpson attended Advocacy Day on February 28, 2018. They met with numerous legislators and emphasized the importance of the public library in the community. Ms. Martin also reported that all the magazine covers on the main level were replaced with new black covers. Ms. Martin presented the 2017 Annual Report of the Syosset Library. In addition, Ms. Martin stated that almost 75,000 more people visited the library and staff answered nearly 9,000 more reference questions than in 2016. The Board accepted the department heads’ reports and statistics for filing.

Trachtman – Shorin   Aye: Goldsmith, Evans, Shorin, Trachtman
Personnel Activity Report: None
Committee Reports: None
Response from the Public: None
Old Business: None

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

   2) The Board approved the Annual Report to New York State.
   Trachtman – Goldsmith  Aye: Evans, Shorin, Goldsmith, Trachtman

   3) The Board of Trustees unanimously approved the attendance of three
      (3) staff members at Book Expo 2018.
   Trachtman – Shorin  Aye: Shorin, Trachtman, Evans, Goldsmith

   4) The Board of Trustees unanimously approved attendance for two (2) staff members and one (1) trustee at the American Library Association (ALA) Conference on June 21 – 26, 2018 in New Orleans, LA.
   Trachtman – Goldsmith  Aye: Evans, Goldsmith, Trachtman, Shorin

   5) The Board of Trustees unanimously approved to send letter to the Nassau County Executive about Civil Service Issues.
   Trachtman – Shorin  Aye: Shorin, Trachtman, Evans, Goldsmith

The meeting was adjourned at 6:55 PM.  Shorin – Goldsmith  Aye: All

Respectfully submitted,

_Angela Khilnani_

Secretary of the Board