SYOSSET PUBLIC LIBRARY
BOARD OF TRUSTEES

MINUTES
MEETING OF TUESDAY, JULY 24, 2012

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 7:15 PM.

Attendance: Present - Jane Evans, President; Robert Glick, Vice President; Lorraine Trachtman and Carol Joseph, Trustees. Karen Liebman, Director; Lisa Caputo, Assistant Director; Angela Khilnani, Secretary. Arthur Venezia, Treasurer/Accountant, and Benjamin Truncale Jr., Legal Counsel were all present. Reid Goldsmith, Trustee arrived at 7:30 PM.

Public: Alene Shorin of 30 Wynn Court, Syosset Henry Yen of 83 Ashford Dr., Syosset

Pledge of Allegiance:

Oath of Office: Robert Glick was sworn in for a five-year term.

Election of Officers: The Board voted to elect the following officers for the 2012 -2013 term:

Jane Evans as President. Trachtman - Glick
Aye: Glick, Trachtman
Abstain: Joseph

Robert Glick as Vice President. Trachtman - Evans
Aye: Trachtman, Evans
Abstain: Joseph

Appointment of Treasurer/Accountant, Legal Counsel, and Secretary:

Was approved for 2012 - 2013:

Mr. Arthur Venezia as Treasurer/Accountant.
Mr. Benjamin J. Truncale, Jr. of Spellman Rice Schure Gibbons McDonough Polizzi & Truncale LLP as Legal Counsel.
Ms. Angela Khilnani as Board Secretary.

Glick – Trachtman Aye: Trachtman, Evans, Glick
Abstain: Joseph

Close-out Fiscal Year 2011- 2012: The Board approved the Accountant’s close-out report for the fiscal year ending 6/30/12. Glick - Trachtman

Items E- K on the agenda were approved as follows:

Glick – Trachtman Aye: Evans, Glick, Trachtman
Abstain: Joseph

E) Designation of official banks and deposit limitations:
First National Bank of Long Island and HSBC Bank;
F) Reaffirmation of the Library By-Laws and the Board’s Policy Statements;

G) Reaffirmation of the Library Bill of Rights and its interpretations, and the Freedom to Read Statements;

H) The Board approved the designation amount for the petty cash fund as $750.00 to be continued;

I) The Board approved the designation amount for the administrative discretionary fund as $5,000.00 to be continued;

J) Designation of the official newspapers for the library’s notices:
The Board approved that the Syosset Advance and Syosset-Jericho Tribune to continue as the Library’s official newspapers;

K) Designation of the Board meeting nights and times:
The Board approved to continue with meetings on the second Tuesday of each month at 7:00 PM, with the Board’s option to change if necessary.

Minutes: The minutes of the regular meeting of June 12, 2012 were approved.
   Glick – Trachtman  Aye: Glick, Trachtman, Evans
   Abstain: Joseph

Treasurer’s Report: The Board accepted the Treasurer’s and Accountant’s reports for June 2012 for filing.
   Glick – Trachtman  Aye: Glick, Evans, Trachtman, Goldsmith
   Abstain: Joseph

Bill Schedules: The Board accepted: No. 37 for $171,812.02, No. 38 for $50,749.98, No. 1 for $164,000.07, No. 2 for $168,858.89 and No. 3 for $97,257.13
   Glick - Trachtman  Aye: Trachtman, Evans, Goldsmith, Glick
   Abstain: Joseph

Correspondence: Letter from Jessica Tymecki was accepted for filing.
   Letter from Mary Beth Cammarata was accepted for filing.
   Letter from Carol Joseph was accepted for filing.
Director’s Report: As submitted. Mrs. Liebman reported that new Falcon lock springs have been installed on all doorknobs throughout the building. Mrs. Liebman met with architect Raymond Beeler to explore ways to repair the spandrel glass. Twenty Dell pcs and a MacBook Pro have been purchased. LILINK went live on July 9 with Syosset and ALIS libraries participating. In addition, Mrs. Liebman stated that an article by Sharon Long describing the teen volunteer programs she developed for Syosset Library was published in Voice of Youth Advocates (VOYA).

Assistant Director’s Report: As submitted. Ms. Caputo reported that the Summer Reading Clubs have gotten off to a very strong start. Attendance at the 20-Something Group is growing. In addition, Ms. Caputo reported that there has been discussion and articles about content creation, which is a concept that libraries should be a place of active learning and creating. The Board accepted the Department Heads’ reports and statistics for filing.

Personnel Activity Report: The report of one (1) new hire was accepted by the Board for filing.

Response from the Public: None

Committee Reports: None

Old Business:

New Business: 1) The Board approved the 1st reading of Revised Policy For Use of Meeting Rooms. Glick – Trachtman
Aye: Evans, Goldsmith, Trachtman, Glick

2) The Board approved the 2012-2013 Salary Scale for submission to the Nassau County Civil Service Commission. Glick – Trachtman
Aye: Trachtman, Glick, Evans
Abstain: Goldsmith

3) The Board approved the library closing dates for 2013.
Glick – Goldsmith Aye: Evans, Glick, Trachtman, Goldsmith

4) The Board approved attendance for two (2) staff members at Joomla Day NYC at the Microsoft Technology Center in New York City on September 22, 2012.
Glick – Goldsmith Aye: Evans, Trachtman, Goldsmith, Glick
5) The Board approved attendance for two (2) staff members at the Fall Literature Conference at the Hyatt Regency Long Island in Hauppauge, NY on October 19, 2012.
Glick – Trachtman   Aye:  Glick, Goldsmith, Evans, Trachtman

6) The Board accepted the resignation letter from Carol Joseph, Trustee.
Glick – Goldsmith   Aye:  Goldsmith, Evans, Glick, Trachtman

7) The Board approved the appointment of Alene Shorin to fill the vacant seat on the Board of Trustees.
Glick – Trachtman   Aye:  Trachtman, Evans, Glick, Goldsmith

Adjournment: The Board entered into Executive Session at 7:50PM. The meeting was adjourned at 7:57 PM.
Goldsmith - Glick
Aye:  Trachtman, Evans, Glick, Goldsmith

Respectfully submitted,

Angela Khilnani
Secretary to the Board