UNAPPROVED MINUTES
MEETING OF TUESDAY, DECEMBER 11, 2012

Time: The regular meeting was called to order at 6:30 PM by Ms. Evans. The Board entered into Executive Session at 6:32 PM and reconvened the regular meeting at 7:03 PM.

Attendance: Present - Jane Evans, President; Alene Shorin, Lorraine Trachtman and Reid Goldsmith, Trustees. Karen Liebman, Director; Lisa Caputo, Assistant Director; Angela Khilnani, Secretary and Arthur Venezia, Treasurer/Accountant. Robert Glick, Vice President, was absent with prior notice.

Public: None

Pledge of Allegiance:

Minutes: The minutes of the regular meeting of November 13, 2012 were unanimously approved.

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

Treasurer’s/Accountant’s Reports: The Treasurer’s and Accountant’s reports for November 2012 were accepted for filing.

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

Bill Schedules: Unanimously accepted: No. 15 for $193,745.29, No. 16 for $571,379.35, No.17 $49,021.61 and Administrative Discretionary Fund for $150.00.

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

Correspondence: A letter from Ms. Muriel Pomerance was accepted for filing.

Director’s Report: As submitted. Mrs. Liebman developed an Emergency Closing Document to be used by key staff in the event she is absent during an emergency. In addition, a Disaster Recovery Plan is updated every six months and is kept offsite by the Director, Assistant Director and in the library safety deposit box. Three copy machine vendors were interviewed as the current contract ends February 2013. The database package submitted to Nassau Library System includes ZINNIO which provides free magazines on a computer or mobile device.
Assistant Director’s Report: As submitted. Ms. Caputo reported that the Reference Department is working on interfiling reference materials with the circulating collection to make the reference collection more accessible. Department Heads’ reports and statistics were accepted for filing.

Personnel Activity Report: None

Committee Reports: None

Response from the Public: None

New Business:

1) Resolved, The Board of Trustees approved to encumber $500,000.00 for Post Employment Benefits Obligation.
   Goldsmith – Trachtman
   Aye: Evans, Trachtman, Goldsmith, Shorin

2) The Broad approved renewal of individual LTA (Library Trustees Association) membership.
   Goldsmith – Trachtman
   Aye: Shorin, Evans, Trachtman, Goldsmith

Adjournment: The meeting was adjourned at 7:19 PM. Goldsmith - Shorin
   Aye: All

Respectfully submitted,

Angela Khilnani
Secretary to the Board