MINUTES
MEETING OF TUESDAY, APRIL 9, 2013

Time: The meeting was called to order at 6:30 PM by Ms. Jane Evans, President. The Board entered into Executive Session at 6:32 PM and reconvened the regular meeting at 7:01 PM.

Attendance: Present – Jane Evans, President; Robert Glick, Vice-President; Lorraine Trachtman, Reid Goldsmith and Alene Shorin, Trustees. Karen Liebman, Director; Lisa Caputo, Assistant Director and Angela Khilnani, Secretary.

Absent: Arthur Venezia, Treasurer/Accountant was absent with prior notice.

Public Attendance: None

Minutes: The minutes of the regular meeting of March 12, 2013 were unanimously approved. Glick – Shorin
          Aye: Evans, Trachtman, Goldsmith, Shorin, Glick

Treasurer’s / Accountant’s Reports: The Treasurer’s and Accountant’s Reports for March 2013 were tabled.

Bill Schedules: Unanimously approved: No. 27 for $136,679.61, No. 28 for $179,701.65 and No. 29 for $79,645.00.
                Glick – Goldsmith Aye: Trachtman, Evans, Shorin, Goldsmith, Glick

Correspondence: A letter from Ms. Judith Lockman was accepted for filing.

Director’s Report: As submitted. Mrs. Liebman reported that three windows in the rear lobby became detached from the bottom channel on March 14th. S & J Entrance and Window reset and resealed the windows within hours of the incident. Auditor Al Coster suggests that we establish a Credit Card User Policy. Additional shelving in the picture book section of the Children’s Room is needed and the existing shelving needs to be reinstalled. In addition, Mrs. Liebman reported that attorney Benjamin Truncale approved the project manual submitted by Park East Construction for the replacement of the spandrel glass.
Assistant Director’s Report: As submitted. Ms. Caputo reported that she sent a letter to the Commissioner of Public Works regarding a raised sidewalk adjacent to South Oyster Bay Road. Jessikah Chautin, Children’s Librarian designed a picture book that helps patrons become familiar with the Children’s Room prior to their visit. The Board accepted the reports and statistics for filing.

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

Personnel Activity Report: None

Committee Reports: None

Response from the Public: None

Old Business: 1) The Board unanimously approved the 2nd reading of Revised Policy For Use of Meeting Rooms.

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

New Business: 1) The Board of Trustees unanimously approved the 1st reading of Credit Card Use Policy.

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

2) The Board unanimously approved attendance for two (2) staff members at BOOKEXPO in New York City, May 29 – June 1, 2013.

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

3) Resolved, The Board unanimously approved the 2012 Annual Report.

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

Adjournment: The meeting was adjourned at 7:15 PM

Glick – Trachtman Aye: All

Respectfully submitted,

Angela Khilnani

Secretary of the Board