SYOSSET PUBLIC LIBRARY
BOARD OF TRUSTEES

MINUTES
MEETING OF TUESDAY, OCTOBER 08, 2013

Time: The meeting was called to order at 6:30 PM by Ms. Evans. The Board entered into Executive Session at 6:31 PM and reconvened the regular meeting at 7:01 PM.

Attendance: Present - Jane Evans, President; Robert Glick, Vice-President; Alene Shorin, Lorraine Trachtman and Reid Goldsmith, trustees. Karen Liebman, Director; Lisa Caputo, Assistant Director; Angela Khilnani, Secretary and Arthur Venezia, Treasurer/Accountant were also present.

Public: None

Pledge of Allegiance:

Minutes: The minutes of the regular meeting of September 10, 2013 were unanimously approved.

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

Treasurer’s/Accountant’s Reports: The Treasurer’s and Accountant’s reports for September 2013, were accepted for filing.

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

Bill Schedules: Unanimously accepted: No. 8 for $111,249.09, No. 9 for $252,933.72, No. 10 for $67,070.77 and Administrative Discretionary Fund for $104.00

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

Correspondence: None

Director’s Report: As submitted. Mrs. Liebman reported that a new garden was planted at the back entrance. The joint destructive analysis and testing of the chiller was done on October 1. Mrs. Liebman contacted Christine Costa of the Syosset School District and was told that the SCSD is refunding outstanding debt and the library bonds are included. New HD barcode scanners were installed at the circulation desk allowing patrons to check out material using their phones or other handheld devices. Mrs. Liebman recommended that the library continue to use NLS to host the website as we receive full support from NLS staff and they plan to move our site to an Amazon server in 2014. Mrs. Liebman discussed the proposed new fee structure for member library support of NLS for 2014 – 2016. In addition, Mrs. Liebman mentioned that she attended the Friends of the Library Annual Meeting on Monday, September 16.
Assistant Director’s Report: As submitted. Ms. Caputo reported she has updated the Emergency Closing Checklist. Syosset Library will be included on the list of organizations from the public and the private sector as a resource for information regarding the online Health Insurance Marketplace. On September 18 department heads participated in an American Library Association webinar on dealing with difficult patrons. The Board accepted the department heads’ reports and statistics for filing.

Personnel Activity Report: The report of one (1) internal move was accepted by the Board for filing. Glick – Trachtman Aye: Goldsmith, Trachtman, Shorin, Glick, Evans

Committee Reports: None

Response from the Public: None

Old Business: None

New Business: 1) Resolved, The Syosset Library Board of Trustees unanimously approved the definition of a standard work day as seven (7) hours. Glick - Shorin Aye: Glick, Evans, Trachtman, Shorin, Goldsmith

2) The Board unanimously approved reimbursement for two staff members who attended NYLA Conference. Trachtman - Shorin Aye: Evans, Trachtman, Glick, Shorin, Goldsmith

Adjournment: The meeting was adjourned at 7:20 PM Glick - Trachtman Aye: All

Respectfully submitted,

Angela Khilnani

Secretary to the Board