

Vouchers

Voucher #599	Dtd. 10/24/13	Payroll	72,859.04
Voucher	Dtd. 11/4/13	Operating	18,822.74
Voucher #600	Dtd. 11/7/13	Payroll	73,049.12
Voucher	Dtd. 11/19/13	Operating	403,729.03
Voucher #601	Dtd. 11/21/13	Payroll	75,593.05

Administrative and Statistics Reports

- *Director’s Report*
- *Reference Department*
 - *Web Resources*
 - *Overdrive Statistics (e-books, downloadable audiobooks)*
- *Children’s Department*
 - *Children’s Library Statistics*
 - *Teen Zone*
- *Program Attendance Statistics*
- *Facilities Report*

Director responded to all questions asked by the Board.

Administrative and Statistics Reports

Motion by Robert Carrozzo, seconded by Joanne Kesten, to accept the all Reports dated October/November 2013.

Yes – Carrozzo, O’Brien, Kesten, Jettmar
No – none

Old Business/ACTION List

WiFi
Still being assessed

Insurance
Current package was signed off on with increased coverage.

Chuck Jettmar will work with the Director to draft a standard contract for the Library.

Museum Pass Experience
Joanne Kesten will work with the Director on programs based on Museum passes.

Insurance Renewal
Insurance renewal has been approved in the amount of \$43,233.46

Snow Removal

Maura Brothers has been approved for snow removal

Accudata/Quickbooks

Library Director, Maggie Gough will create a comparison accounting programs to determine which would be most beneficial for the library.

Quinn & Feiner

Library Director, Maggie Gough will ask the Library Consultant to compare quotes received for repair of the air conditioning system and will report back to the President, Financial Secretary and Trustee Jettmar

New Business

Motion by Donald O'Brien, seconded by Joanne Kesten, to hire Linda Palmeri as Senior Account Clerk to start December 9, 2013 at a starting salary to be offered of \$55,000 and six months probation.

Yes – Carrozzo, O'Brien, Kesten, Jettmar

No – none

New Trustee, Charles Jettmar, was sworn in as Trustee for the Manhasset Public Library as follows:

I, Charles Jettmar, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York; and that I will faithfully discharge the duties of the Office of Trustee of the Manhasset Public Library to the best of my ability.

Motion by Robert Carrozzo, seconded by Joanne Kesten, to approve the NLS request for Member Library Support for calendar year 2014 in the amount of \$18,705.

Yes – Carrozzo, O'Brien, Kesten, Jettmar

No – none

The next scheduled meeting will be Thursday, December 19, 2013 at 7:00 P.M.

Respectfully submitted,

Gail J. Neufeld, Secretary to the Board