

Minutes of the Board of Trustees of the Manhasset Public Library

Held at the Library in the second floor conference room, February 26, 2013.

Session called to order at 7:05 p.m.

Attendance

Board Members: Heidi McNamara, President
Elisa Paone, Vice President
Donald T. O'Brien, Financial Secretary
Robert Carrozzo, Trustee
Joanne L. Kesten, Trustee
Maggie Gough, Director

Secretary to the Board Gail J. Neufeld

Minutes from previous session

Motion by Heidi McNamara, seconded by Robert Carrozzo, to accept the January 22, 2013 minutes, as amended.

Yes – McNamara, Paone, O'Brien, Carrozzo, Kesten
No – none

Financial Report and Vouchers

Motion by Heidi McNamara, seconded by Robert Carrozzo, to approve the financial vouchers dated January 2013.

Yes – McNamara, Paone, O'Brien, Carrozzo, Kesten
No – none

Vouchers

| | | | |
|--------------|--------------|-----------|-----------|
| Voucher | Dtd. 1/29/13 | Operating | 51,745.90 |
| Voucher #580 | Dtd. 1/31/13 | Payroll | 82,197.62 |
| Voucher | Dtd. 2/11/13 | Operating | 12,717.67 |
| Voucher #581 | Dtd. 2/14/13 | Payroll | 73,830.80 |
| Voucher | Dtd. 2/26/13 | Operating | 85,784.59 |

Administrative and Statistics Reports

Administrative Reports

- Director's Report
- Reference Department
- Children's Department
- Teen Zone
- Web Resources
- Facilities Report

Director responded to all questions asked by the Board.

Statistics

- Children's Library Statistics
- Circulation Statistics
- Overdrive Statistics
- Program Attendance Statistics

Director responded to all questions asked by the Board.

Administrative Report

Motion by Heidi McNamara, seconded by Robert Carrozzo, to accept the Administrative Report dated January 2012.

Yes – McNamara, Paone, O'Brien, Carrozzo, Kesten
No – none

Statistics Report

Motion by Heidi McNamara, seconded by Robert Carrozzo, to accept the Statistics Report dated January 2012.

Yes – McNamara, Paone, O'Brien, Carrozzo, Kesten
No – none

Old Business

Motion by Heidi McNamara, seconded by Elisa Paone, to approve the expenditure of the one-time start up cost to Accudata to bring our vintage web-based time and attendance package up to date at a cost of \$750.00.

Yes – McNamara, Paone, O'Brien, Carrozzo, Kesten
No – none

RFID Celebration

Thursday, April 11, 2013.

New Business

Staff Changes

Kathryn Imperiale, Children's Room Page, has been removed from our Civil Service personnel roster effective 2/20/13.

Budget Review

Packet was discussed and Director responded to all questions asked by the Board.

March Board Meeting, Budget and Board Meeting

Next board meeting is Monday, March 18th and the Budget and Board meeting will be held Wednesday, April 10, 2013.

Executive Session

Motion by Heidi McNamara, seconded by Robert Carrozzo, to enter into Executive Session at 9:30 p.m.

Motion by Heidi McNamara, seconded by Robert Carrozzo, at 10:20 to exit Executive Session and make the following announcement:

Elisa Paone has resigned from her position as Library Trustee effective immediately. Further Board action to follow.

Motion by Heidi McNamara, seconded by Robert Carrozzo, to adjourn the meeting at 10:30 p.m.

Unanimously approved.

Next meeting scheduled for Monday, March 18, 2013, 7:00 p.m.

Respectfully submitted,

Gail J. Neufeld
Secretary to the Board