

**Minutes of the Board of Trustees of the Manhasset Public Library**

***Held at the Library in the second floor conference room, March 18, 2013.***

***Session called to order at 7:15 p.m.***

**Attendance**

Board Members: Heidi McNamara, President  
Donald T. O'Brien, Financial Secretary  
Robert Carrozzo, Trustee  
Joanne L. Kesten, Trustee

Maggie Gough, Director, Secretary to the Board

**Minutes from previous session**

Motion by Heidi McNamara, seconded by Robert Carrozzo, to accept the February 26, 2013 minutes, as amended.

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

**Financial Report and Vouchers**

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

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

**Vouchers**

Voucher#582	Dtd. 2/28/13	Payroll	73,192.57
Voucher	Dtd. 3/8/13	Operating	50,184.86
Voucher #583	Dtd. 3/14/13	Payroll	73,810.93

***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 March 2013.

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

#### *Statistics Report*

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

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

#### **Old Business**

**Budget revision review.** The proposed budget was amended to include adjustments in the employee salaries and wages, additions to programming and reserves for facilities. The Trustees approved the proposed budget in its current form and will present the 2013-14 Budget to our community for formal adaption on April 10, 2013 at the Budget Hearing.

The Board discussed the content and format of the Annual Report and Budget Proposal newsletter. Trustee Joanne Kesten will work with the Director to make the changes in the newsletter as per the Board suggestions. The newsletter will be printed and sent to the community prior to the Budget Hearing.

**New Business**

**Parking Lot Proposal**

The Board was presented with a proposal for service from the Isla Engineering Company which would redesign the parking lot to include a new striping design, a drop off site. Before going forward with the Isla design, the Board has requested additional information. The Board has asked the Director to try and arrange for a meeting with the owners of the adjacent parking lot.

Isla Engineering Proposal held for follow up and future action.

**Resolution to exceed the tax cap:**

In light of the uncertainties surrounding the implementation of the tax cap and the penalties which may be imposed if the cap is exceeded, the Board has voted unanimously to exceed the cap. The Board understands the importance of limiting budget increases and it is the Board's intention to comply with the tax cap by proposing a tax increase at or below the tax cap limit.

The members of the Manhasset community will, of course, have the final say on the budget numbers which will be open, as always, to a final vote. We encourage the public make their wishes known either by contacting the Library Trustees or at the ballot box on Election Day.

Whereas, the adoption of the 2013-14 budget for the Manhasset Public Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

Resolved, that the Board of Trustees of the Manhasset Public Library voted and approved to exceed the tax levy limit for 2013-14 by at least the sixty percent of the board of trustees as required by state law on March 18, 2013.

Motion by Heidi McNamara, seconded by Donald O'Brien to accept the decision to exceed the tax cap for the 2013-14 budget year.

Yes – McNamara, O'Brien, Kesten

No – Carrozzo

**Election Officials for the 2013 Vote:**

The Board has designated the following:

Donald O'Brien to act as Chief Election Inspector

Heidi McNamara as Permanent Chair Person

Robert Carrozzo as Alternate Permanent Chair Person

Motion by Heidi McNamara, seconded by Donald O'Brien, to appoint Election Officials for the 2013 Vote.

Yes – McNamara, O'Brien, Carrozzo, Kesten

No – none

**Executive Session**

Motion by Heidi McNamara, seconded by Robert Carrozzo, to enter into Executive Session at 9:10 p.m.

Motion by Heidi McNamara, seconded by Robert Carrozzo, at 10:30 to exit Executive Session.

Next meeting scheduled for Wednesday, April 10, 2013, at 7:00 p.m. in the Community Room.

Respectfully submitted,

Maggie Gough acting as Secretary to the Board