

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

Special Session Budget Hearing and Board Meeting

*Held at the Library in the Community room on Wednesday, April 1, 2015.
Session called to order at 7:10 pm.*

Attendance

Board Members: Robert Carrozzo, President
Joanne L. Kesten, Vice President (absent)
Donald T. O'Brien, Treasurer
Charles Jettmar, Trustee
William McLean, Trustee

Attendance Maggie Gough, Director
Ellen Majorana
Linda Palmieri

See attached for additional attendees.

Board President Robert Carrozzo opened the public budget review session stating "In keeping with the procedure established, the Library is holding the Annual Budget hearing in the Library."

The review and summary of the 2015-2016 Library Budget was presented by Board Treasurer Donald O'Brien and the Director. The presentation included a summary of the budget process and explanation of the tax cap, and overview of the proposed budget, a comparison of the current budget to proposed budget and a budget breakdown into cost areas. The proposed budget is broken into 5 areas of both fixed and variable costs including: Salaries & Benefits at 55%, Debt Service at 21%, Building & Maintenance 9%, Operating Expenses 9% and Materials at 6%. In addition to Donald O'Brien's explanations the presentation included PowerPoint slides, printed materials and opportunities to ask questions.

Motion by Robert Carrozzo, seconded by Donald O'Brien to adopt the 2015-2016 Library Budget with Debt Service in the total amount of \$5,031,213.00

Yes – Carrozzo, O'Brien, Jettmar, McLean

No – none

Minutes from previous session

Motion by Robert Carrozzo, seconded by Chuck Jettmar, to accept the February 26, 2015 Minutes.

Yes – Carrozzo, O’Brien, McLean, Jettmar

No – none

Financial Reports and Vouchers

The vouchers listed below were audited by the Board of Trustees of the Manhasset Public Library on, April 1, 2015 and are allowed in the amounts shown.

Linda Palmieri has been hereby authorized and directed to pay to each of the claimants the amount listed within each of the operating registers and payroll vouchers listed below:

Voucher # 635	3/26/2015	Payroll	\$ 64,383.66
Claims Warrant	3/18/2015	Operating	\$ 99,889.32
Voucher # 636	3/26/2015	Payroll	\$ 60,192.15

Motion made by Robert Carrozzo, seconded by Donald O’Brien, to approve Vouchers in the amounts listed.

Yes – Carrozzo, O’Brien, McLean, Jettmar

No – none

Administrative and Statistics Reports

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

Director responded to all questions asked by the Board.

Chuck Jettmar addressed facility issues and programming. He provided additional information on the parking lot project and suggested engineering firms from whom the director should obtain proposals. He also recommended that the director look into the Saturday Series

programs and in particular the engineering sessions as they were well received at the Shelter Rock elementary school.

Enter into Executive Session at 8:45.

No actions taken.

Motion to end meeting 9:15 pm

The Annual Budget Vote and Trustee Election will take place in the Library's Community Room on Wednesday, April 15, 2015 from 7:00am to 9:00pm. A special meeting will be convened to accept voting results.

The next regularly scheduled Board meeting will be Thursday, May 21, 2015 at 7 pm in the second floor conference room.

Respectfully submitted,

Maggie Gough, Director
acting as Secretary to the Board