

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

**Held at the Library in the second floor conference room on Thursday, June 19, 2014.
Session called to order at 7:15 p.m.**

Attendance

Laura Hull, Friends
Rosanne Vogel, Friends

Board Members:

Robert Carrozzo, President
Joanne L. Kesten, Vice President
Donald T. O'Brien, Treasurer
Cindy Cardinal, Trustee (not present)
Charles Jettmar, Trustee
William McLean, Trustee elect

Maggie Gough, Director

Secretary to the Board

Gail J. Neufeld

Enter into Public Session

Laura Hull and Rosanne Vogel from The Friends attended the meeting and updated the Trustees on all aspects of The Friends from their finances to their calendar. They would like a wish list of things the Library needs but are not budgeted for.

Enter into Execution Session

Motion by Robert Carrozzo, seconded by Donald O'Brien, to go into Executive Session at 8:03 P.M.

Legal and personnel issues were discussed. No action taken.

Enter into Public session 8:30 P.M.

Minutes from previous session

Motion by Joanne Kesten, seconded by Charles Jettmar, to accept the May 22, 2013 minutes, as amended.

Yes – Carrozzo, O'Brien, Kesten, Jettmar

No – none

Financial Reports and Vouchers

Voucher #615	6/ 8/2014	Payroll	\$ 62,096.14
	6/10/2014	Operating	\$ 23,684.73
Voucher #616	6/19/2014	Payroll	\$ 77,313.41
	6/18/2014	Operating	\$ 102,648.42

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
 - Teen Zone
- Program Attendance Statistics
- Facilities Report

Motion by Robert Carrozzo, seconded by Joanne Kesten, to accept the Financial Vouchers, Administrative and Statistics Report dated June 2014.

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

Old Business/ACTION List

Update – Facility – The Board was informed of the status of the roof top cooling tower which requires extensive repairs.

Update – Business Office – request for auditing services for Craig, Fitzsimons and Michaels.

Motion by Robert Carrozzo, seconded by Donald O’Brien, to authorize the Director and the Treasurer to allow Craig, Fitzsimons & Michaels to perform an audit for the current fiscal year on the terms outlined by their Letter of Engagement and Fee Schedule of June 19, 2014.

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

Update – Computer & Technology

WIFI upgrades were discussed. ALIS broadband service will be switched from Verizon to Lighttower within the next 18 months. The change will result in system wide upgrade to fiber and considerable savings.

New Business

Selection of Board Officers

Discussion was had to keep the Board members the same as they are at present.

Appointment of the Board of Trustee officers for the Manhasset Public Library for the fiscal year term 2014- 15:

Motion by Joanne Kesten, seconded by Donald O'Brien to nominate Robert Carrozzo to the Office Board President.

Yes – Carrozzo, Kesten, O'Brien, Jettmar

No – none

Motion by Robert Carrozzo, seconded by Donald O'Brien to nominate Joanne L. Kesten to the Office of Board Vice President.

Yes – Carrozzo, Kesten, O'Brien, Jettmar

No – none

Motion by Robert Carrozzo, seconded by Chuck Jettmar to nominate Donald T. O'Brien as Treasurer.

Yes – Carrozzo, Kesten, O'Brien, Jettmar

No – none

As of July 1, 2014 our Board Officers will be:

Robert Carrozzo, President

Joanne L. Kesten, Vice President

Donald T. O'Brien, Treasurer

Chuck Jettmar, Trustee

Bill McLean, Trustee

Calendar Review

Meeting dates were discussed and will be decided upon.

2014-15 Goals Review meeting with the Staff will be July 29.

On behalf of the Trustees and the Manhasset community, Robert Carrozzo thanked Cindy Cardinal for her exemplary one-year of service on the Board.

Motion by Robert Carrozzo, seconded by Joanne Kesten, at 9:21 P.M. to exit the meeting.

The next scheduled meeting will be Tuesday, July 29, 2014 at 7:00 P.M.

Respectfully submitted,

Gail J. Neufeld, Secretary to the Board