

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

**Held at the Library in the second floor conference room on Thursday, August 1, 2013.
Session called to order at 7:13 pm.**

Attendance

Cheryl Kallberg
Lucio Arriaga

Board Members:

Robert Carrozzo, President
Joanne L. Kesten, Vice President
Donald T. O'Brien, Treasurer
Heidi McNamara, Trustee
Cindy Cardinal, Trustee

Maggie Gough, Director

Secretary to the Board

Gail J. Neufeld

Executive Session

Motion by Robert Carrozzo, seconded by Heidi McNamara, to go into Executive Session at 7:36 P.M.

Legal and personnel issues were discussed. No action taken.

Motion by Robert Carrozzo, seconded by Heidi McNamara, at 8:45 to exit Executive Session.

Minutes from previous session

Motion by Robert Carrozzo, seconded by Joanne L. Kesten, to accept the June 17, 2013 minutes, as amended.

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

Financial Report and Vouchers

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

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

Vouchers

Voucher	Dtd. 6/20/13	Payroll	72,141.08
Voucher#586	Dtd. 7/1/13	Operating	45,401.93
Voucher	Dtd. 7/3/13	Payroll	70,216.84
Voucher #587	Dtd. 7/18/13	Payroll	69,901.20
Voucher	Dtd. 7/19/13	Operating	85,900.02
Voucher	Dtd. 7/30/13	Operating	65,249.03

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 July/August 2013.

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

Statistics Report

Motion by Heidi McNamara, seconded by Joanne L. Kesten, to accept the Statistics Report dated July/August 2013.

Yes – Carrozzo, O'Brien, McNamara, Kesten, Cardinal

No – none

Old Business/ACTION List

Parking Lot Updating

The discussion continues.

Emergency Generators

Trustee Donald O'Brien will discuss options with Bill Sullivan.

New Business

Window Washing Services: approved pending insurance inspection.

Contract Renewal: Casey Fire Alarm System under discussion.

Computers

Motion by Robert Carrozzo, seconded by Heidi McNamara, to authorize the purchase of a computer for Fonda, the Children's room computer and the Wi-Fi system, which will cover the radius of the interior of the Library, in accordance with quotes by Lucio and final approval.

Yes – Carrozzo, O'Brien, McNamara, Kesten, Cardinal

No – none

Fall Board Meeting Schedule

Meetings will be held on Thursday nights in the future. The Director will create a new calendar with the change in dates; 7:00pm executive session to be followed by the 8pm public session.

New Hire

Page I, Saydi Akgul, hired at the part time pay rate of \$7.85 per hour for the Children's department.

Motion by Robert Carrozzo, seconded by Joanne Kesten, to close the meeting at 9:45pm.

Respectfully submitted,

Gail J. Neufeld, Secretary to the Board