

Minutes of the Board of Trustees of the Manhasset Public Library

*Held at the Library in the second floor conference room on Wednesday, December 21, 2016.
Session called to order at 8: 05pm.*

Attendance

Board Members: Charles Jettmar, President
Gloria Su, Vice President, absent with notice
Donald T. O’Brien, Treasurer
William McLean, Trustee
Judith Esterquest, Trustee

Maggie Gough, Director
Pascale Laforest, Secretary to the Board

Minutes from previous sessions

Motion by Judith Esterquest, seconded by, Chuck Jettmar to accept Minutes dated November 29, 2016
Yes – Jettmar, O’Brien, Esterquest, McLean
No – none

Financial Reports and Vouchers

The vouchers listed below were audited by the Board of Trustees of the Manhasset Public Library on December 21, 2016 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 # 681	Payroll	12/01/2016	\$75,213.29
Voucher # 682	Payroll	12/15/2016	\$78,608.07
Claims Warrant	Operations	12/21/2016	\$103,291.54

Motion made by Donald O'Brien seconded by Charles Jettmar to approve Vouchers in the amounts listed.

RESOLVED, that the Board ratifies and confirms the vouchers as stated.

Yes – Jettmar, O'Brien, Esterquest, McLean

No – none

Administrative and Statistics Reports

Director's Report

The Director responded to all questions regarding her report and the statistics.

Old Business/Action List

Project update: Refurbishing community room. The Board reviewed carpet proposals. Trustee O'Brien requested confirmation that proposals are prevailing wage and that all contracts in the future have a prevailing wage stipulation.

The Board reviewed a security proposal and discussed the difficulty of finding a security standard for public buildings. The Director was asked to provide additional proposals on the security system for the Board to review at the January 2017 Board Meeting.

Director will prepare an RFQ for proposal for library architects and designers for January 2017 Board meeting.

New Business

NLS Request for Support Board vote:

The Board reviewed NLS packet. NLS has requested a slight increase in support.

The Board of Trustees of the Manhasset Public Library voted to approve the Nassau Library System 's request for Member Library Support for calendar year 2017 in the amount of \$16,097 and calendar year 2018 the amount of \$16,645 at a meeting held on Wednesday, December 21, 2016.

The vote results: For **4**

Against **0**

Abstained **0**

RESOLVED, that the Board ratifies and confirms the NLS Member Support as stated.

Yes – Jettmar, O’Brien, Esterquest, McLean

No – none

Revised Weather Policy/storm closing procedures -

Motion made by Charles Jettmar and seconded by Donald O’Brien to approve, as amended, the Snow and Weather Emergencies Policy and Procedures.

RESOLVED, that the Board ratifies and confirms the Snow and Weather Emergencies Policy.

Yes – Jettmar, O’Brien, Esterquest, McLean

No- None

The Trustees reviewed the latest draft of Mission Statement and Goals.

Executive Session called to order at 9:30 pm

Executive session ended at 9:45 pm

No action was taken.

Motion made by Charles Jettmar seconded by Judith Esterquest to adjourn made at 9:45pm.

The next regularly scheduled Board meeting will be held on Wednesday, January 25, 2017 at 8:00 pm in the 2nd floor conference room.

Respectfully submitted,

Pascale Laforest, Secretary to the Board