

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

***Held at the Library in the second floor conference room on Wednesday, September 10, 2014.***

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

**Attendance**

Lisa Belinsky, CASA  
Cathy Samuels, CASA  
Robert Craig, CPA  
Linda Palmieri, MPL Business Manager

**Board Members:**

Robert Carrozzo, President  
Joanne L. Kesten, Vice President  
Donald T. O'Brien, Treasurer  
William Mclean, Trustee  
Charles Jettmar, Trustee

Maggie Gough, Director

**Secretary to the Board**

Gail J. Neufeld

**Enter into Public Session**

**CASA**

Lisa Belinsky and Cathy Samuels from CASA made a presentation on their Parent Education Series/Workshop on the dangers of alcohol and drug abuse and their work to reduce it. They work with many state agencies across the country. CASA would like to continue the Parenting series conduct by Cornell Cooperative at the Library in Spring 2015.

There was discussion amongst the Trustees regarding the desire to continue the Parenting series as CASA proposed – 12 sessions presented on 6 afternoon /evening time slots for a cost of \$4800.

Final agreement was to spend \$2,000 for the Cornell Parenting classes or contact Senator Martins for full funding.

**Auditor**

Robert Craig, CPA, was present to report to the Trustees the year-end audit which is due to be filed October 31, 2014. Both Mr. Craig's opinion letter and compliance still need to be completed.

Mr. Craig will furnish a letter including all of the above and more. He is in need of a Board approved letter authorizing him to complete the audit.

**Request for Accounting Service**

Motion by Donald O'Brien, seconded by Robert Carrozzo to engage Harry Meyer, CPA, from the firm Costa Rothbort, LLC, as in-house accountant for a term of one year.

Yes – Carrozzo, Kesten, O'Brien, Jettmar, McLean  
No - none

**Minutes from previous session**

Motion by Robert Carrozzo, seconded by Charles Jettmar, to accept the July 28, 2014 minutes, as amended.

Yes – Carrozzo, O'Brien, Kesten, Jettmar, McLean  
No – none

**Financial Reports and Vouchers**

Check Register	8/1/2014	Operating	\$ 54,328.60
Voucher #620	8/14/2014	Payroll	\$ 58,140.81
Check Register	8/21/2014	Operating	\$133,812.56
Voucher #621	8/28/2014	Payroll	\$56,512.99
Check Register	9/5/2014	Operating	\$22,790.44

**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

Director responded to all questions asked by the Board.

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

Yes – Carrozzo, O'Brien, Kesten, Jettmar, McLean  
No – none

**New Business**

**HSBC Banking Signatory – Paperwork for new account**

New account will be in effect October 1, 2014. Logo on check has been changed and checks will not be valid without two signatures.

**Confirm Area 7 Meeting Dates & Attendee**

Monday, November 3, 2014 at the Manhasset Public Library is the suggested date for the Area meeting. The Resource Sharing Code will be discussed.

**Confirm Conference Request**

Approval was granted for the Director and Librarians to attend the NCLA Annual Conference November 5-8 in Saratoga Springs at a total cost of approximately \$700 each.

**Confirm Meeting Dates**

Discussion was held and meeting dates were confirmed for the end of 2014 through July 2015. On the 2015 MPL calendar, April 3, Good Friday and Passover hours will be 9:00 A.M. to 5:00 P.M. The tentative dates for the Budget Hearing, April 1 and the Vote, April 15.

***ACTION LIST***

Grants  
Computer Purchase  
3-D Printers

Motion by Robert Carrozzo, seconded by Joanne Kesten, at 10:20 P.M. to exit the meeting.

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

The next scheduled meeting will be Thursday, October 23, 2014 at 7:00 P.M.

Respectfully submitted,

Gail J. Neufeld, Secretary to the Board