

Minutes of the Board of Trustees of the Manhasset Public Library

Held at the Library in the second floor conference room on Tuesday, January 17, 2012.

Session called to order at 7:00 p.m.

Attendance

Board Members: Heidi McNamara, President
Elisa Paone, Vice President
Donald T. O'Brien, Financial Secretary (8:15)
Robert Carrozzo, Trustee
Joanne Kesten, Trustee
Maggie Gough, Director

Attending: Cheryl Kallberg (8:00)

Secretary to the Board Gail J. Neufeld

Minutes from previous session

Motion by Heidi McNamara, seconded by Robert Carrozzo, to accept the December 20, 2011 minutes.

Yes – McNamara, Paone, Carrozzo, Kesten
No – none

Financial Report and Vouchers

Motion by Heidi McNamara seconded by Robert Carrozzo to approve the Financial Reports and vouchers dated December 2011.

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

Vouchers

Voucher	Dtd. 12/19/11	Operating	\$ 86,454.12
Voucher #551	Dtd. 12/22/11	Payroll	73,198.26
Voucher	Dtd. 1/4/12	Operating	33,629.74
Voucher #552	Dtd. 1/5/12	Payroll	70,234.72

Administrative and Statistics Reports

Director's Report

Facilities Update – Report on renovations – Café Redo

The Board went on a walk-through of the proposed café and viewed work completed in the Children's department.

Programming success – Parenting Workshops

The Library hosted the CASA-sponsored Parenting workshops. Attendance exceeded expectations during the seven daytime sessions. Librarians provided support materials including recommending books, articles and informational brochures. We will be developing follow-up programs with CASA and SCA to extend the success and fill the demands for parenting programs.

Web Page Demonstration

Printouts of the web pages were handed out to Trustees. The site has been incorporated into a better, friendlier online version of the newsletter. Sharon Rappaport has been outstanding in creating the website. Scheduled to have site up and running by the end of February.

Computer Sale

Arrangements are being made to sell discarded computers. The sale will be advertised in the newspapers and through e-blasts for two weeks prior to the date.

Online Databases/Dear Reader

Cost of Dear Reader is \$975 annually which includes a book widget to animate new title holdings and encourage book selection, circulation and reserving items.

NLS – Tax Cap

If the Board plans to exceed the 2% tax levy cap, they must pass an override resolution before they adopt the budget. Passing a "may exceed the tax cap" resolution is a precautionary measure just in case there are errors in the calculation of the tax levy cap.

Tabled for February meeting.

Program Attendance Statistics

Director responded to all questions by the Board.

Children's Library Statistics

Director responded to all questions by the Board.

Motion by Heidi McNamara, seconded by Elisa Paone, to accept the Administrative Report and Statistics dated January 13, 2012.

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

No – none

Old Business

Community Room Update

Motion by Heidi McNamara, seconded by Donald O'Brien, to accept the LIVE (Long Island Video) proposal in an amount not to exceed \$4,600 for the community room audio/visual room upgrade.

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

No – none

Contract Negotiations:

The board has made many attempts, both in writing and via e-mail and voice mail through our attorney, to continue negotiations with the Staff Negotiation Committee. To date our invitations have gone unanswered. In light of this, and in order to accurately plan for the 2012-2013 budget, the board feels it is necessary to move forward with the "fact-finding" stage of the PERB Impasse procedure. The cost of this phase of impasse is estimated to be between \$5,000-\$10,000.

New Business

PLA Conference

The Public Library Association Conference will take place this year in Philadelphia, Pennsylvania from March 14-17, 2012. This is the first time in eight years

that it has been accessible to Librarians in the New York area. This conference provides invaluable information, professional insights, technological innovations and vision for the future of the Library. Total cost per attendee is approximately \$800.

Motion by Heidi McNamara, seconded by Elisa Paone, to authorize an expenditure to send four librarians and the Director to Philadelphia to the PLA Conference at not to exceed \$5,000 total to be paid upon submission of invoices and/or bills.

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

No – none

Proposed Parking Lot Signs Purchase

Three custom signs from McCue Corporation that say "Patron with Child Parking," on both sides of the sign for six parking spaces would cost \$905.54. These signs will help insure the safety of our patrons with children in the parking lot. Shows a proactive stance and will benefit the Library through insurance.

No – McNamara, Carrozzo, Kesten

Yes – O'Brien

Abstained - Paone

Not approved by the Board.

League of Woman Voter Luncheon

The Library has received an invitation to attend the League of Women Voters luncheon on January 25, 2012 at a cost of \$35. Director will attend and possibly a Board member. The Director will make arrangements for attendance.

Review Plans for Café, Purchase Chairs, Counter

Samples of counter surfaces and types of chairs were shown to the Board. Costs for the renovation were discussed.

Motion by Heidi McNamara, seconded by Donald O'Brien, to approve the cafe renovation at a cost not to exceed \$10,000.

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

No – none

Personnel

Motion by Heidi McNamara ,seconded Donald O'Brien to go into Executive Session at 10:00 P.M.

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

Executive Session

Discussion of the pending budget vote and trustee election resulted in the following resolution.

Motion made to come out of Executive session and make the following resolution:

Motion by Heidi McNamara, seconded Elisa Paone to exit Executive Session at 10:55 P.M.

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

Election Resolution:

Motion by Heidi McNamara, seconded by Elisa Paone, to accept the following resolution:

Annual Budget Meeting and Trustee Election Resolution

WHEREAS, it is necessary to conduct an Annual Meeting and to hold an election to fill one vacancy for a five year term in the office of trustee, and to approve the annual library budget; it is

RESOLVED that the Board of Registration of the Manhasset Union Free School District is requested to meet at the library on Wednesday, April 4, 2012 from 3:00 pm to 7:00 pm to conduct personal registration of non-registered, eligible residents of the District; and it is further

RESOLVED that at the close of said registration session, the Board of Registration is required to prepare and certify the roll of eligible voters and is requested to deliver the same to the Library Clerk on or before Tuesday, April 17, 2012; and it is further

RESOLVED that the public budget hearing of the voters of the Manhasset Union Free School District, for library purposes shall be held at the Manhasset Public Library on Wednesday, April 4, 2012 at 7:00 pm; and it is further

RESOLVED that the budget vote and trustee election for the Library shall be held at the Manhasset Public Library on Tuesday, April 17, 2012 from 7 am – 9 pm.

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

Motion by Heidi McNamara ,seconded Joanne Kesten by to adjourn the meeting at 11:08 pm.

Unanimously approved.

Next meeting scheduled for Monday, February 13, 2012 at 7pm.

Respectfully submitted,

Gail J. Neufeld
Secretary to the Board