

Minutes of the Board of Trustees of the Manhasset Public Library

*Held at the Library in the Conference Room on Monday, November 5, 2018.
Session called to order at 7:46 pm.*

Attendance

Board Members:

Charles Jettmar, President
Gloria Su, Vice President
Donald T. O'Brien, Financial Officer
Judith Esterquest, Trustee
William McLean, Trustee (absent w/notice)

Maggie Gough, Director

Minutes from previous sessions

Motion by Charles Jettmar, seconded by, Gloria Su to accept Minutes dated October 15, 2018.

Yes – Jettmar, Su, O'Brien, Esterquest
No – none

Financial Report and Vouchers:

The Trustees reviewed the Treasurer report dated, October 23, 2018. No questions were raised. The vouchers were omitted.

Administrative Report

The Director reported on the status of missing master keys and the difficulties involved in replacing restricted Schlage master keys and security implications. After discussion, the Trustees requested that the Director pursue a re-coring option for the replacement of library keys.

The Director presented a listing of infrastructure issues to be considered in strategic planning and budgeting. Among items discussed was cloud storage options, WIFI upgrades, webpage upgrade for enhanced functionality, A/V upgrades, replace phone system and computer related hardware. As a result, the Trustee wish to reconsider existing budget line items with the notion of adding IT projected costs.

The Director discussed new programming and service initiatives including the next phase in programming to include the filming of lectures or presentations and uploading to the web page. In addition the Director spoke about her interest in creating a Small Business and Entrepreneur Center at the Library with activities that would include an Entrepreneur conferencing event and

monthly 'club' activities. In support of CASA and the MUFSD, the Director is initiating programs that focus on *mindfulness*, focus support and antianxiety for students, parents and our overextended community. The Director also spoke about her continued development of the Founding Era Grant activities which are scheduled for December 2019 to March 2020.

Outstanding Items:

There was no update provided on the status of landscape architect proposals and development of the parking lot hill area.

The Director was asked to forward ideas and suggestions to Architect Elisabeth Martin for her comments.

New items:

The Trustees discussed the NLS member support request with the Director and reviewed the charts and materials provided by NLS. NLS is requesting approval of member library support for 2019 and 2020 in the amounts of \$16,877 and \$17,109 respectively.

The Trustees agreed to the proposal amounts and called for a *Motion* for acceptance of NLS Proposed Member Support for 2019-2020.

Motion by Charles Jettmar seconded by Gloria Su to accept the following:

Be it resolved, that the Manhasset Public Library accept the proposed NLS Member Support in the amounts of \$16,877 for 2019 and \$17,109 for 2020.

RESOLVED, that the Board ratifies and confirms the 2019-2020 NLS Member Support as stated.

Yes – Jettmar, Su, O'Brien, Esterquest

No – none

Executive session entered at 9:50 pm and exited at 10:30pm.

No actions were taken.

Motion made by Charles Jettmar, seconded by Judith Esterquest to adjourn made at 10:35 pm.

The next regularly scheduled meeting is on November 26, 2018.

Respectfully submitted,

Maggie Gough, acting as Board Secretary