

November 17, 2011

The 723rd Meeting of the Board of Trustees of the Elmont Public Library, Elmont Union Free School District, Town of Hempstead, Nassau County, New York was held at the Elmont Public Library on November 17, 2011.

CALL TO ORDER/EXECUTIVE SESSION

The meeting was called to order by Ms. Joanne Mazzeo, President at 6:00 p.m.

MEMBERS PRESENT: Ms. Joanne Mazzeo, President
Mr. Pat Nicolosi, Vice President
Ms. Maria Gregori
Ms. Monique Hardial
Ms. Kathleen Harsch
Ms. Kathleen Rau

MEMBERS ABSENT: Ms. Pauline Johnson (prior notice given)

ALSO PRESENT: Ms. Carolee Ciulla, Librarian-In-Charge
Mr. Frank Marino, Advanced Consulting Corp.
Thomas Volz, Esq., Library Board Attorney
Ms. Catherine Antioco, Library Board Clerk

PUBLIC See attached sign-in sheet

Mr. Nicolosi moved to go into executive session at 6:00 p.m. to discuss personnel and legal matters. Seconded by Ms. Harsch.

Unanimously carried.

At 7:55 p.m., Ms. Hardial was excused.
The Board reconvened into Public Session at 8:05 p.m.

SALUTE TO THE FLAG

PUBLIC

Agenda Items Only

No discussion.

Meeting Room/Theatre Requests

There were no meeting room/theatre requests for the Board's consideration.

APPROVAL OF THE MINUTES

Minutes of the Meeting of October 20, 2011

Page 2, "Meeting Room Requests," 1st motion, change "Ms. Gregori moved" to "Mr. Nicolosi moved" and delete "based upon their bylaws and the fee structure within the bylaws."

Page 5, "Legal," 4th sentence, delete "and other municipalities" and 5th sentence, change to read: "Libraries and other municipalities will be able to"

Page 6, "Public," 1st paragraph, 3rd sentence, delete "their application and" so that sentence reads: "The Board explained that there were conflicts with their bylaws and the Library's rules regulating meeting room use."

Ms. Rau moved to accept the Minutes of the Meeting of October 20, 2011, as corrected. Seconded by Ms. Harsch.

Unanimously carried.

FINANCE

Administrative Fund Disbursements dated November 10, 2011

No discussion.

Credit Card Expense Report for the Billing Cycle 9/20/11 - 10/19/11

Ms. Rau moved to approve the Credit Card Expense Report for the Billing Cycle 9/20/11 to 10/19/11 in the amount of \$1,969.98 Seconded by Ms. Harsch.

Unanimously carried.

Treasury Warrants

Mr. Nicolosi moved to approve Treasury Warrant #2078 dated October 19, 2011 (Payroll Warrant) in the amount of \$56,736.67 Seconded by Ms. Harsch.

Unanimously carried.

Mr. Nicolosi moved to approve Treasury Warrant #2081 dated November 2, 2011 (Payroll Warrant) in the amount of \$116,498.46
Seconded by Ms. Harsch.

Unanimously carried.

Mr. Nicolosi moved to approve Treasury Warrant #2083 dated November 17, 2011 (November Bill Warrant) in the amount of \$56,743.84
Seconded by Ms. Harsch.

Unanimously carried.

Mr. Nicolosi moved to approve Treasury Warrant #2085 dated December 1, 2011 (Board Appointees' Warrant) in the amount of \$11,974.43.
Seconded by Ms. Harsch.

Unanimously carried.

Monthly Position Paper for the Period October 15, 2011 through November 10, 2011

Regarding Code I, 410 1., Books, Pamphlets, etc., spending is on target.

MAIN LIBRARY AND BRANCHES

Report of Librarian-In-Charge

Ms. Ciulla reported.

Ms. Ciulla had held one staff meeting and the annual safety meeting.

Books are being ordered on a regular basis.

Ms. Rau thanked Ms. Ciulla for providing the Trustees with information about NLS services.

Advanced Consulting Corporation Report

Mr. Marino reported.

Regarding bid EPL 2011-07 Irrigation Well Pump System, the Business Manager recommended awarding the bid to the low bidder, Complete Well & Pump, Inc.

Mr. Nicolosi moved to award bid EPL 2011-07, Irrigation Well Pump System to the lowest responsible bidder, Complete Well & Pump, Inc. in the total lump sum price of \$16,800.00. Seconded by Ms. Rau.

Unanimously carried.

Regarding Bid EPL 2011-08, Electric for Irrigation Well Pump System, the Business Manager recommended rejecting the two bids received due to the extremely high prices. He obtained a price from East Wind Electric, a company that had not bid, which was much more acceptable, to perform the same work.

Mr. Nicolosi moved to reject bid EPL 2011-08, Electric for Irrigation Well Pump System. Seconded by Ms. Harsch.

Unanimously carried.

Mr. Nicolosi moved to hire East Wind Electric to provide the electric for irrigation well pump system in the amount of \$2,450.00
Seconded by Ms. Harsch.

Unanimously carried.

Mr. Marino informed the Board that the leases for both the Alden Manor and Stewart Manor Branches are due to expire on June 30 and October 31, 2012, respectively. The Board needs to make a presentation to the public explaining the costs to operate the branches. Discussion followed. This can be part of the budget process and discussed in work sessions. The Business Manager and Librarian in Charge or Director will submit a recommended budget to the Board in January, 2012.

The 9/11 Memorial Committee met on October 27 and is waiting to hear back from the Port Authority about acquiring artifacts from the World Trade Center.

Regarding the BroadHollow Theatre, the Trustees were provided with a copy of the calendar for next year. There are no changes from last year's calendar.

Ms. Rau moved to approve the BroadHollow Theatre calendar.
Seconded by Mr. Nicolosi.

Unanimously carried.

LEGAL

Mr. Volz reported on a relatively quiet month.

There has been a meeting with staff regarding FOIL requests.

CORRESPONDENCE

No discussion.

OTHER

No discussion.

NEW BUSINESS

The February Board meeting will be rescheduled from February 23, 2012 to February 16, 2012. It was recommended that a committee be formed to look at our meeting room policy. Ms. Rau will chair the committee. Mr. Nicolosi and Ms. Gregori will serve on the committee.

Discussion regarding the possibility of creating an “APP” for the Library.

OLD BUSINESS

We will not be applying for a grant from State Senator Martins’ office. It is not applicable to libraries as it is actually for librarians going to school to further their educations.

Ms. Rau moved to accept the proposed changes to Policy 700-4,
Unattended Child Policy.

Unanimously carried.

COMMITTEE REPORTS

The Fund Raising/Scholarship Committee needs to schedule a meeting. Ms. Mazzeo volunteered to serve on the committee.

NASSAU LIBRARY SYSTEM

No Discussion.

PUBLIC

Ms. Norma DeBartolo asked for clarification regarding rules for theatre use and meeting room use. She was advised that there are policies for meeting room use and a different rental policy for the theatre. Mr. Marino will get a copy of those policies to her. If anyone wishes to use the theatre, they can obtain a copy of the application from Ms. White or the reference desk. The income from the theatre is part of the Library’s revenue.

Mr. Maurice Archer asked for an update on hiring a Director. Interviews are ongoing.

ADJOURNMENT

The next regularly scheduled meeting of the Board of Trustees will be on December 15, 2011 at 7:00 p.m. The Board will immediately go into Executive Session and reconvene into public session at 8:00 p.m.

Ms. Rau moved to adjourn at 8:50 p.m. Seconded by Mr.Nicolosi.

Unanimously carried.

Respectfully submitted,

Catherine Antioco