

**MASSAPEQUA PUBLIC LIBRARY
MINUTES
REGULAR MONTHLY MEETING
FEBRUARY 8, 2010**

The regular monthly meeting of the Library Board of Trustees was held on Monday, February 8, 2010, at 7:45 p.m., in the Bar Harbour building.

Present: Catherine R. Reilly, Vice Chairman
Anthony J. Demasco, Treasurer
Gail K. Kubit, Secretary
John H. Laibach, Trustee
Patricia Page, Director
Maris Job, Assistant Director
Linda Masella, Principal Account Clerk
Jody Brower, Secretary to the Director

Absent: Rosemary Gensler, Chairman (with notice)

Ms. Reilly called the meeting to order at 7:54 p.m., and opened it with the Pledge of Allegiance to the Flag.

After consideration, on motion by Mr. Laibach, seconded by Ms. Reilly, and carried, Board Meeting Minutes dated December 14, 2009, were approved.

After consideration, on motion by Mr. Demasco, seconded by Mr. Laibach, and carried, Board Meeting Minutes dated January 11, 2010, were approved.

After consideration, on motion by Mrs. Kubit, seconded by Mr. Demasco, and carried, Monthly Treasurer's Report, dated January 31, 2010, balance \$657,818.15, was approved.

After consideration, on motion by Mrs. Kubit, seconded by Mr. Demasco, and carried, Monthly Financial Report dated January 31, 2010, was approved.

After consideration, on motion by Ms Reilly, seconded by Mr. Demasco, and carried, Voucher No. 2110, dated January 5, 2010, \$16,800.31 (check nos. 23733-23764), signed by Mr. Laibach, was approved.

After consideration, on motion by Mr. Demasco, seconded by Mr. Laibach and carried, Supplement No. 1 to Voucher No. 2110, dated January 6, 2010, \$400,000.00 (wire transfer), signed by Mrs. Kubit, was approved.

After consideration, on motion by Mrs. Kubit, seconded by Mr. Demasco, and carried, Supplement No. 1 to Voucher No. 2111, dated January 8, 2010, \$4,827.50 (check no. 23765), signed by Mr. Laibach, was approved.

After consideration, on motion by Mr. Laibach, seconded by Mr. Demasco, and carried, Supplement No. 2 to Voucher No. 2110, dated January 13, 2010, \$64,440.47 (check nos. 23766-23786), signed by Mrs. Kubit, was approved.

After consideration, on motion by Mr. Demasco, seconded by Mrs. Kubit, and carried, Supplement No. 3 to Voucher No. 2110, dated January 20, 2010, \$42,763.62 (check nos. 23787-23814), signed by Mr. Laibach, was approved.

After consideration, on motion by Mrs. Kubit, seconded by Mr. Demasco, and carried, Supplement No. 1 to Voucher No. 2112, dated January 22, 2010, \$4,852.50 (check no. 23815), signed by Mr. Laibach, was approved.

After consideration, on motion by Mrs. Kubit, seconded by Mr. Laibach, and carried, Supplement No. 4 to Voucher No. 2110, dated January 25, 2010, \$11,007.64 (check nos. 23816-23827), signed by Ms. Reilly, was approved.

Payroll Voucher No. 2111, dated January 15, 2010, \$123,354.19, wire transfer, signed by Mrs. Kubit, was reviewed.

Payroll Voucher No. 2112, dated January 31, 2010, \$116,885.81, wire transfer, signed by Mr. Laibach, was reviewed.

Director's Report

The Director's Report covering Communications, Personnel, Materials and Services, Buildings and Grounds, Old Business, New Business, and Staff Report dated January, 2010, were reviewed. Copies are attached to these minutes.

I. Communications

A) The Board would like Mrs. Page to look into sending out the Library Newsletter via e-mail, with a place for patrons to check if they would like to "opt out" of receiving the Newsletter via e-mail.

B) The Board tabled the adoption of a Tutoring Policy until Mrs. Page had an opportunity to find out if other libraries have written Tutoring policies, and if so, to outline what the other policies include.

C) The Library has taken possession of the new van that was recently purchased. The old van will stay at Central Avenue. The Custodians from both buildings are working out delivery schedules.

The Board would like to write Chris Drury a note thanking him for a job well

done regarding the purchase of the new van. Ms. Reilly will take care of this.

D) The March Board Meeting date has been changed from the 8th to the 15th and will be held in the Bar Harbour Meeting Room.

II. Personnel

A) Freddie Squicciarini has returned to work.

The Board agrees that the Library cannot take the disability payments of an employee who is out on disability and using vacation time.

Ms. Reilly will look into the issue of whether an employee can chose not to file for short term disability if the employee is using no pay days.

Mr. Demasco asked Mrs. Masella to look into reducing employees salary by the amount of short term disability payments in order to reduce the employee's tax liability. Mr. Demasco also asked Mrs. Masella to see how much the Library would save in an average year if the employees salary was reduced by the amount of short term disability payments.

III. Materials and Services

A) The Board would like Mrs. Page to ask the Children's Librarians what prompted their request to purchase Wii games for circulation, and which games they are interested in purchasing.

B) The Board approved using the remaining funds from the MyLibraryDV subscription to purchase a product that gives language instruction on USB drives. The Board would like an e-mail announcing the service sent out in addition to printed announcements.

C) The Board agreed with Mrs. Page's recommendation to switch from the Auralog online language learning program to the Recorded Books online language learning program. Usage statistics will be reviewed after 12 months to determine if the online program is successful.

IV. Buildings and Grounds

A) Mr. Laibach will go to the Central Avenue Building and talk to Germaine Booth and Andy Ernst about what kind of replacement doors/panels they would like to see for the folding doors to the Story Room. The Board also asked Mrs. Page to find out from Germaine Booth what ideas as to what else she might have for use of the space.

V. Old Business

- A) The following two items remain tabled until a full Board is present:
 - 1. Allow retirees to be reimbursed for their Medicare payments as part of the \$2,200 allowance provided by the Library.
 - 2. Revise the agenda for Board Meetings.

VI. New Business

- A) The Book Trailer will be removed tomorrow.
- B) The Board would like the Budget message to reflect some of the figures from the State Report.
- C) Mrs. Kubit asked that the Program Statistics form indicate which programs have an unpaid instructor.
- D) The Board members were given a first draft of a proposed 2010/2011 Budget. Ms. Reilly will be meeting with the Staff Association on February 11th and will have a better sense of what the salary increase will be following the meeting.
- E) Mrs. Page advised the Board that the Metropolitan Museum of Art pass for libraries is no longer available.

On motion by Ms. Reilly, seconded by Ms. Reilly, and carried, the meeting was adjourned at 8:54 p.m.

The next Board of Trustees Regular Monthly Meeting will be held on Monday, March 15, 2010 at 7:45 p.m. at the Bar Harbour Library.

Catherine R. Reilly, Vice Chairman

Gail K. Kubit, Secretary