

SEAFORD PUBLIC LIBRARY
Seaford, New York

MEETING OF THE BOARD OF LIBRARY TRUSTEES

December 10, 2007

Present: Peter J. Ruffner, President
Stephen J. Gaughran, Vice-President
Eileen Montalbano, Financial Secretary
John Rall, Asst. Financial Secretary
Marilyn Griffin, Director

Absent: Jeanne Cox, Secretary

Guests: Barbara McDonald

CALL TO ORDER

Peter J. Ruffner, President, called the meeting of the Board of Library Trustees to order at 7:05p.m.

APPROVAL OF MINUTES

The minutes of the meeting of November 19, 2007 were approved on the motion made by Mr. Rall, seconded by Mr. Gaughran and unanimously passed.

APPROVAL OF THE WARRANTS

The following warrants were approved on the motion made by Mr. Gaughran, seconded by Mrs. Montalbano, which unanimously passed:

30 - November 29, 2007 - 42,827.40
31 - December 10, 2007 - 83,040.93
32 - December 10, 2007 - 6,267.16
33 - December 10, 2007 - 9,506.66

MONTHLY OPERATING SCHEDULE

The Monthly Operating Schedule was reviewed by the Board. Mr. Gaughran discussed the graphs he distributed prior to the meeting.

TREASURER'S REPORT

The Treasurer's Report for the month of November 2007 was approved on the motion by Mr. Rall, seconded by Mrs. Montalbano, which unanimously passed.

A. Law reported that a new fixed rate investment account through Commerce Bank offers a higher interest rate. She will look into more details about setting up this account and will report back to the Board at the next meeting.

DIRECTOR'S REPORT

Mrs. Griffin reported that:

MEETING ABOUT THE CONSOLIDATION OF LIBRARIES – On Tuesday, November 27th Nassau County Executive Thomas Suozzi spoke to member library trustees on the topic of consolidation of Nassau County libraries. Trustee Steve Gaughran and Director Marilyn Griffin both attended as representatives of the Seaford Public Library. Jackie Thresher opened the meeting with introductory remarks, also indicating that 44 of the 54 public library Board of Trustees have already passed anti-consolidation resolutions. Member Library Trustees also spoke about their concerns regarding this issue. Strong opinions on both sides were expressed during the question and answer period of the meeting. The message was clear that the overwhelming majority of participants wanted to work within the system and change the consolidation scenario to one of shared services without structural change.

VOLUNTEER BREAKFAST – On Wednesday, November 28th the library held its thank you breakfast for the Friends and volunteers who give of their time during the year. Trustees Mr. Gaughran, Mrs. Montalbano and Mr. Rall were among the 40+ attendees. Mr. Gaughran spoke on behalf of the library Board of Trustees.

CORRESPONDENCE

Letter from the Assemblyman David McDonough

Re: Anti-Consolidation Resolution

Letter from Senator Charles Fuschillo, Jr.

Re: Consideration of the request for a Legislative Grant to help fund the expansion of outdoor musical concerts in the summer

PERSONNEL - None

OLD BUSINESS - None

INCREASING LIBRARY EFFECTIVENESS

Mr. Gaughran discussed the graphs he distributed prior to the meeting showing increases and decreases in the use of library material. Mr. Ruffner thanked Mr. Gaughran for the analysis.

ANNIVERSARY BOOKMARK – A possible design of the bookmark was discussed. Changes and recommendations were noted. Mrs. Griffin will look into the price, types of paper stock, etc and will discuss more at the next meeting.

There was a brief discussion on the information provided by Mr. Rall, about electronic devices by Sony e-book and Amazon Kindle.

NLS AND OTHER ORGANIZATIONS

Mrs. Griffin reported that Ida Zaharopoulos has been elected to a 2 year term as a director of the Nassau County Library Association Executive Board, with her term commencing January 2008. Mr. Gaughran suggested that Mrs. Griffin write a memo to congratulate Ida Zaharopoulos on her election to this position.

NEW BUSINESS

PROPOSAL FOR WORKROOM REDESIGN – The proposal submitted by Waldner's Business Furniture was discussed. Mrs. Griffin reported that the design is the result of several meetings held with Ida Zaharopoulos and Cathy Cincotta in consultation with the representative from Waldner's. Since this price quote is under the New York State Contract, Mrs. Griffin will find out if there is any expiration date for this price quote. Additionally, the Board did give permission to go forward with this project. At the same time, Mrs. Griffin will investigate operational issues such as the flooring, painting, lighting, electrical work and disposing of old furniture etc. in order to make this project go smoothly. Mrs. Griffin will investigate and there will be more discussion at the next Board of Trustees meeting.

PROPOSED OPERATING BUDGET FOR 2008/2009 – Mrs. Griffin discussed an overview of the Operating Budget. The budget was reviewed line by line. Suggestions, recommendations and changes were noted. Mr. Ruffner suggested increasing the budget for the Capital Improvement line to \$75,000 and the Board agreed. Since Mr. Gaughran will be absent for the next Board of Trustees meeting, it was agreed that A. Law would mail the budget packet to him.

LONG TERM PLAN – None

CONSOLIDATION ISSUES

On Monday, December 10th, Mrs. Griffin attended a meeting at NLS with John Cape and Dottie Johnson of Public Financial Management, the firm retained by Nassau County. Discussion focused on existing cooperative efforts and current obstacles to shared services and cost savings.

PUBLIC COMMENT

Mr. Ruffner and Mrs. Griffin answered general questions raised by Mrs. McDonald.

EXECUTIVE SESSION

On the Motion made by Mr. Rall, seconded by Mrs. Montalbano, the Board entered into Executive Session at 8:13pm to discuss personnel issues.

The Board reconvened in open session at 8:48pm on the motion made by Mr. Gaughran, seconded by Mr. Montalbano.

There being no further business the meeting was adjourned at 8:50pm.

The next meeting of the Board of Library Trustees was scheduled for Monday, January 14, 2008 at 7:00 p.m.

Respectfully submitted by
Amy Law