

SEAFORD PUBLIC LIBRARY
Seaford, New York

MEETING OF THE BOARD OF LIBRARY TRUSTEES

January 8, 2007

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

Absent: Stephen J. Gaughran, Vice-President
Jeanne Cox, Secretary

CALL TO ORDER

Peter J. Ruffner, President, called the meeting of the Board of Library Trustees to order at 7:00p.m.

APPROVAL OF MINUTES

The minutes of the meeting of December 11, 2006 were approved on the motion made by Mr. Rall, seconded by Mrs. Montalbano and unanimously passed.

APPROVAL OF THE WARRANTS

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

# 34 -	December 14, 2006	- 47,279.99
# 35 -	December 28, 2006	- 39,037.67
# 36 -	January 8, 2007	- 11,949.12
# 37 -	January 8, 2007	- 10,058.98
# 38 -	January 8, 2007	- 7,649.45

MONTHLY OPERATING SCHEDULE

The Monthly Operating Schedule was reviewed by the Board. Overall spending is right on line with the budget.

TREASURER'S REPORT

The Treasurer's Report for the month of December 2006 was approved on the motion by Mrs. Montalbano, seconded by Mr. Rall, which unanimously passed.

DIRECTOR'S REPORT

Mrs. Griffin reported that:

MEMBER LIBRARY DIRECTORS ADVOCACY FUND – Mrs. Griffin explained that this fund was approved by a majority of member library directors at the September 2003 MLD meeting. It was agreed that member libraries would pay \$50 annually into this fund. Mr. Ruffner asked Mrs. Griffin to check if this expenditure was formally approved by the Board of Trustees.

ALIS ANNUAL MEETING – At the meeting held at NLS on Thursday, December 14, 2006, it was reported that ALIS is in sound financial health and work has begun to incorporate the acquisitions module into the public access computers. Training in the use of this module is expected to take place around February or March 2007. The featured speaker was Nina Sonenberg, director of communications for the Americans for Libraries Council. The Council promotes new approaches to sustaining and developing libraries in the 21st century.

Mrs. Griffin reported that as of January 1, 2007, she has accepted a three year term on the member library directors executive board and a 2007 position as secretary for the Seaford Chamber of Commerce.

CORRESPONDENCE

Letter from State of NY Department of State

Re: a resolution to the notary service complaint

Letter from the Hartford Steam Boiler Inspection and Insurance Company

Re: Boiler inspection report

Mrs. Griffin will follow up to obtain a Certificate of Operation for the building from the Hartford Steam Boiler Inspection and Insurance Company.

PERSONNEL - None

OLD BUSINESS

REVISION RESOLUTION FOR APRIL 2007 BOARD OF TRUSTEES MEETING

– On the motion made by Mr. Rall, seconded by Mrs. Montalbano the Board of Trustees approved the final proposed Schedule of Board of Trustees Meetings for the year 2007 and the Budget Dates for the year 2007.

PROPOSED SALARY SCHEDULE FOR 2007 – Motion was made by Mr. Rall, seconded by Mrs. Montalbano to adopt the new salary schedule effective July 1, 2007. The Board unanimously agreed.

INCREASING LIBRARY EFFECTIVENESS

The Monthly Statistics were reviewed by the Board.

OUTDOOR SUMMER CONCERT – Young Adult Librarian, E. Wasserman, confirmed that he has booked the first outdoor summer concert for July 2007. He is holding August 11th and August 18th as possible dates for the second concert to be held at the Seaford Railroad Station gazebo location. Mr. Ruffner will follow up with Seaford Wellness Council and obtain details regarding official permission from the Long Island Railroad.

NLS AND OTHER ORGANIZATIONS

It was reported that Syosset Public Library has ended its membership in ALIS effective December 31, 2006. Although it is not a member of ALIS, Syosset continues to belong to the Nassau Library System. As per New York State regulation 90.3, Syosset patrons retain direct access to materials and services in each Nassau library.

NEW BUSINESS – None

LONG TERM PLAN/50th ANNIVERSARY

Mrs. Griffin has prepared a letter of invitation and a suggested guest list for the 50th Anniversary. Mrs. Griffin reported that a follow up meeting with artist Cliff Miller to discuss the “50th Anniversary” painting will be scheduled soon. Further discussion was tabled until the next meeting.

PUBLIC COMMENT - None

EXECUTIVE SESSION

On the Motion made by Mrs. Montalbano, seconded by Mr. Rall, the Board entered into Executive Session at 7:38pm to discuss the personnel budget.

The Board reconvened in open session at 7:57pm on the motion made by Mrs. Montalbano, seconded by Mr. Rall.

There being no further business the meeting was adjourned at 8:00pm.

The next meeting of the Board of Library Trustees was scheduled for Monday, February 12, 2007 at 7:00 p.m.

Respectfully submitted by
Amy Law