

**SEAFORD PUBLIC LIBRARY**  
**Seaford, New York**

**MEETING OF THE BOARD OF LIBRARY TRUSTEES**

**April 14, 2008**

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

**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**

Mrs. Montalbano pointed out a mistake on the minutes. The minutes of the meeting of May 8, 2006 were accepted as corrected on the motion made by Mr. Gaughran, seconded by Mr. Rall and unanimously passed.

**APPROVAL OF THE WARRANTS**

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

- # 52 - April 3, 2008 - 33,969.03
- # 53 - April 14, 2008 - 10,850.30
- # 54 - April 14, 2008 - 10,677.94
- # 55 - April 14, 2008 - 11,164.71
- # 56 - April 14, 2008 - 10,023.29

**MONTHLY OPERATING SCHEDULE** - None

**TREASURER'S REPORT**

The Treasurer's Report for the month of March 2008 was approved on the motion by Mrs. Montalbano, seconded by Mrs. Coughlin, which unanimously passed.

Mr. Ruffner questioned the purpose of the bank account for "Unemployment Insurance". Mrs. Griffin will contact the library's auditor for more details.

**DIRECTOR'S REPORT**

Mrs. Griffin reported that:

**LIBRARY BUDGET VOTE** – The library budget vote for 2008/2009 was approved. The vote total was 162, 110 yes and 52 no. Mr. Ruffner was re-elected Trustee with a total of 133 votes. For informational purposes only, Mrs. Griffin also confirmed that in the case of a failed budget, the library either must go for a re-vote or revert to last year's budget.

**WORKROOM PROJECT TIMELINE** – The timeline for the workroom project was reviewed. Mrs. Griffin reported that all arrangements have been confirmed with vendors and the library expects to remain open for all services as the project is completed. Mr. Rall suggested that we re-direct patrons to use just one entrance if it becomes necessary for safety reasons.

**MY LIBRARY DV** – The online database of downloadable videos offered through Recorded Books was discussed. The current one year subscription cost for the basic program is \$1,850 and the cost for Hollywood Favorites and World Cinema is \$4,196 per year. After a brief discussion, the Board of Trustees asked Mrs. Griffin to call around to libraries that offer this database and discuss their experience on this topic. This topic will be discussed again in the near future.

**DECORATIVE SLATS FOR THE CHAIN LINK FENCES** – a case of the privacy slats has been ordered and the PT cleaner will try to install it.

**TOWN OF HEMPSTEAD PARKING LOT** – A town meeting was held on April 8, 2008. One item on the agenda was the proposal for the increase and improvement of Town of Hempstead parking field S-1. The proposal was approved but there are no details on when this project will start.

**SOLICITATION FOR MERCHANT DISCOUNTS** – C. Schaaf suggested reaching out to local merchants in town to obtain discounts from them by using Seaford library cards. Mr. Ruffner also mentioned that he spoke to the Seaford Chamber of Commerce previously but that they were not interested. After a brief discussion, the Board of Trustees agreed that the concept is good but they did not feel comfortable soliciting the merchants at this time.

### **CORRESPONDENCE**

**SUMMER OUTDOOR CONCERTS LETTER** – Thank you/request for payment letters for co-sponsorship of the outdoor summer concerts were discussed. It was also agreed that the letters will be signed by Mr. Ruffner when they are prepared.

### **PERSONNEL**

**CONGRATULATORY LETTER TO RETIREE** – The congratulatory letter recommended by Mr. Rall was approved and signed by the Board of Trustees.

**OLD BUSINESS** - None

**INCREASING LIBRARY EFFECTIVENESS** - None

### **NLS AND OTHER ORGANIZATIONS**

**NEW BUSINESS** – None

### **LONG TERM PLAN/50<sup>th</sup> ANNIVERSARY**

**ANNIVERSARY BOOKMARK** – After a brief discussion, the Board of Trustees agreed and gave permission to order 1,500 of the anniversary bookmarks.

**CONSOLIDATION ISSUES** - None

**PUBLIC COMMENT** - None

### **EXECUTIVE SESSION**

On the Motion made by Mr. Rall, seconded by Mrs. Montalbano, the Board entered into Executive Session at 7:55pm to discuss tenant issues.

The Board reconvened in open session at 8:24pm on the motion made by Mr. Gaughran, seconded by Mrs. Coughlin.

There being no further business the meeting was adjourned at 8:25pm.

The next meeting of the Board of Library Trustees was scheduled for Monday, May 19, 2008 at 6:30 p.m.

Respectfully submitted by  
Amy Law