

SEAFORD PUBLIC LIBRARY
Seaford, New York

MEETING OF THE BOARD OF LIBRARY TRUSTEES

November 10, 2008

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

Absent: Stephen J. Gaughran, Vice-President

Guests: Barbara McDonald

CALL TO ORDER

Peter J. Ruffner, President, called the meeting of the Board of Library Trustees to order at 7:08p.m.

APPROVAL OF MINUTES

Mrs. Montalbano pointed out a typo in the minutes. The corrected minutes of October 6, 2008 were approved on the motion made by Mrs. Montalbano, seconded by Mr. Rall and unanimously passed.

APPROVAL OF THE WARRANTS

After a couple of questions were raised by the Board of Trustees and were answered by A. Law, the following warrants were approved on the motion made by Mr. Rall, seconded by Mrs. Montalbano, which unanimously passed:

# 22 - October 16, 2008	- 37,920.71
# 23 - October 20, 2008	- 24,314.05
# 24 - October 30, 2008	- 44,262.08
# 25 - November 10, 2008	- 8,274.21
# 26 - November 10, 2008	- 3,539.35
# 27 - November 10, 2008	- 10,261.18
# 28 - November 10, 2008	- 5,306.31
# 29 - November 10, 2008	- 12,013.42

MONTHLY OPERATING SCHEDULE

The Monthly Operating Schedule was reviewed by the Board. A discussion followed regarding the monthly withdrawal of the Capital Improvement line. It was agreed to transfer the prorated monthly expense of \$5,000 to the Capital Improvement Bank account at the end of each month.

TREASURER'S REPORT

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

Mr. Ruffner suggested opening a fixed rate investment account for part of the money in the General Fund account in order to earn a higher interest rate. A. Law will contact the bank.

DIRECTOR'S REPORT

Mrs. Griffin reported that:

OMNI GROUP (403B PLAN) – The OMNI representatives began preparing the written draft document which will be presented to the Board of Trustees for approval.

RADIO FREQUENCY IDENTIFICATION (RFID) – Ida Zaharapoulos attended an RFID panel discussion conducted by directors of libraries currently using RFID. After a brief discussion, the Board of Trustees suggested Mrs. Griffin to contact Merrick Library and ask about their experience and find out about all the costs involved.

DONATION BOXES IN THE LIBRARY - After receiving several requests from patrons asking the library to house a donation box in the entry hall soliciting donations for various causes, Mrs. Griffin has prepared a list of guidelines for allowing/not allowing the use of library space. After a brief discussion, the Board of Trustees accepted all the recommendations and guidelines set by Mrs. Griffin.

STATE AID TO LIBRARY SYSTEMS - A special session was held by the Governor to consider \$1.5 to \$2 billion in further cuts to the 2008/2009 state budget. NLS is greatly concerned since their funding has already been cut by 8% for this year and an additional 18.3% of their aid for 2008 is being withheld by the state. As a result, NLS and the member library directors will be sending a bus to Albany on Tuesday, November 18th for the purpose of participating in a rally at the Legislative Office Building. The purpose of the rally is to protest further cuts in state aid to library systems and their member libraries. Mrs. Griffin has registered for this trip.

MISCELLANEOUS - A lap top computer was set up for the Board of Trustees for the purpose of getting hands on experience on the new online service – Tutor.com. Also, the newly designed Seaford website was also reviewed. It was decided that the new website would launch in January 2009 and that Mrs. Griffin would write the January column announcing this.

CORRESPONDENCE

Thank you letter to Seaford Lions Club

Re: Thank you for the sponsorship for the Children's Halloween Show

Thank you letter to Lillian Piazza

Re: Book donation

PERSONNEL - None

OLD BUSINESS - None

INCREASING LIBRARY EFFECTIVENESS

A brief discussion on the early usage statistics for the new "Tutor.com" and the Board of Trustees agreed to start putting the usage of this new online service in the Monthly Statistic Report.

NLS AND OTHER ORGANIZATIONS

A reminder about the Nassau Library System Annual Meeting which will be held on Thursday, December 4, 2008 at the NLS Service Center in Uniondale.

NEW BUSINESS – None

LONG TERM PLAN – None

PUBLIC COMMENT - None

EXECUTIVE SESSION

On the Motion made by Mr. Rall, seconded by Mrs. Montalbano, the Board entered into Executive Session at 8:15pm to discuss tenant issues.

The Board reconvened in open session at 8:44pm on the motion made by Mr. Rall, seconded by Mrs. Montalbano.

There being no further business the meeting was adjourned at 8:45pm.

The next meeting of the Board of Library Trustees was scheduled for Monday, December 8, 2008 at 7:00 p.m.

Respectfully submitted by
Amy Law