

**Sea Cliff Village Library (the “Library”)  
Minutes of the Meeting of the Board of Trustees (the “Board”)  
May 8, 2012 7:30 p.m.**

**Trustees:** Frank Murray- President  
Jennifer Scheffel- Vice-President  
Roseann Gertler – Secretary  
Kim Hertlein – Financial Secretary  
Ron Doering- Asst. Financial Secretary-Absent  
Angeleta Dhandari-Donovan  
Lilli Scott

**Library Management:** Arlene Nevens, Director  
Camille Purcell, Assistant Director  
Ann DiPietro, Children’s Library Coordinator

**Village Representative:** Bruce Kennedy, Mayor of Sea Cliff  
Tom Powell, Trustee, Village of Sea Cliff

A motion was made for the Library Board to enter into Executive Session at 7pm.

*I move that the Library Board of Trustees of the Sea Cliff Village Library move to enter into Executive Session. Motion was made by Kim Hertlein and seconded by Roseann Gertler. Motion passed unanimously.*

At 7:30 a motion was made for the Board to end Executive Session and enter into the Public forum Library Board meeting. No action was taken in Executive Session.

*I move that the Library Board of Trustees of the Sea Cliff Village Library move to return to Open Session. Motion was made by Roseann Gertler and seconded by Lilli Scott. Motion passed unanimously.*

Mr. Murray presided and Ms. Purcell acted as secretary.

Mr. Murray called the meeting to order at 7:30 p.m. At that time, a quorum was present.

1. **Approval of the Minutes of the Meeting of the Board of Trustees held on April 10 and April 24, 2012.** The minutes of the April 10 and April 24 meetings were postponed at this time.
  
2. **Financial Secretary’s Report**

Having reviewed all vouchers and supporting documentation of Warrant 461 voucher #20113294 to voucher #20113321 amounting in the aggregate to \$24,084.27 and Warrant 461A voucher #P20113322 amounting in the aggregate to \$175.00 and Warrant 463 voucher #20113490 to voucher #20113516 amounting in the aggregate to \$50,658.15 and Warrant 464 voucher # 20113703 to voucher #20113726 amounting in the aggregate to \$22,459.85, I motion that the Board of Trustees of

**the Sea Cliff Village Library approve such warrants. Trustees signed the circulated summary sheet/abstract report. Following discussion, and upon motion duly made by Kim Hertlein and seconded by Jennifer Scheffel.**

*I move that the Board of Trustees of the Sea Cliff Village Library approve such warrants. Motion made by Kim Hertlein and seconded by Jennifer Scheffel . Motion passed unanimously.*

### **3. Buildings and Grounds Report:**

President Murray presented his report on the state of the libraries. The President of the Library Board reviewed the history of the Children's Library Restoration. Present at this report were the Mayor of Sea Cliff, Bruce Kennedy and Village Liaison, Tom Powell. After much discussion, it was decided that the Mayor and the architect, Vincent Benic should meet to discuss the revisions to and cost of the project.

### **4. Library Director's Report:**

Library Director, Arlene Nevens presented her report to the Board, annexed hereto as Exhibit B. The director informed the Board that the Library will be purchasing a Library Pass to the Museum of Modern Art. This expense will be shared between the Library and the Friends of the Library. The money for the purchase will be taken from the Broader Horizons account. The Trustees supported the purchase of the pass.

New York State Construction Grant money for the installation of the French Drain in the Children's Library should be coming shortly.

The director asked that the next board meeting be held on June 13th (Wednesday) at 7pm as she will be away on Tuesday, the 12<sup>th</sup> of June.

### **5. Children's Library Coordinator Report:**

Ann DiPietro presented her report to the Board, annexed hereto as Exhibit C. April was a busy month at the Children's Library. Celebrations included Arbor Day and William Shakespeare's birthday. A Lego Club Junior has been started on Friday mornings.

The Coordinator informed the Board that she will be away from May 16-18<sup>th</sup>. Coming events are the Maypole Dance, Memorial Day Breakfast and June reading groups.

### **6. Holiday Schedule:**

The Director presented the Library's Holiday Schedule for the 2012-2013 fiscal year.

*I move that the Sea Cliff Library Board of Trustees approve the submission of the Library's Holiday Schedule for the fiscal year 2012-2013 as presented by Library Director, Arlene Nevens.*

*RESOLVED, that the Sea Cliff Village Library Board of Trustees adopt the attached Holiday Schedule for the 2012-2013 fiscal year. Motion approved Angeleta Dhandari-Donovan and seconded by Lilli Scott. Motion passed unanimously.*

### **7. Election of Officers:**

*RESOLVED, that the Sea Cliff Village Library Board of Trustees approve the Slate of Candidates for the Library Board.*

*Move to elect Frank Murray as President of the Library Board*

*Move to elect Jennifer Scheffel as Vice-President of the Library Board*

*Move to elect Roseann Gertler as Secretary of the Library Board*

*Move to elect Kim Hertlein as Financial Secretary of the Library Board*

*Move to elect Ron Doering as Assistant Financial Secretary of the Library Board*

*Motion approved by Lilli Scott and seconded by Roseann Gertler. Motion passed unanimously.*

**Adjournment:**

The President asked if there were any other matters to be addressed. He stated that the next regular meeting of the Board would be held on **Wednesday June 13, 2012 at 7:30 pm**. There being no further business to come before the Board, the meeting was adjourned at approximately 8:50 p.m. Motion to adjourn was made by Lilli Scott.

*Roseann Gertler*

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Roseann Gertler  
Secretary