

DRAFT

**Sea Cliff Village Library (the “Library”)
Minutes of the Meeting of the Board of Trustees (the “Board”)
January 14, 2014 7:00 p.m.**

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

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

Village Representative: Ed Lieberman, Trustee, Village of Sea Cliff - Absent

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

Mr. Murray called the meeting to order at 7:02 p.m. At that time, a quorum was present.

1. Approval of the Minutes from the Sea Cliff Village Library Board dated December 10, 2013

The minutes of these meetings were circulated in advance of this meeting. Following discussion, and upon motion duly made by Angeleta Dhanadri-Donovan and seconded by Jennifer Scheffel, the following motion was adopted:

RESOLVED, that the minutes of the meeting of the Board held on December 10, 2013 substantially in the form circulated by email and as attached hereto as Exhibit A, be, and hereby are, approved. Motion passed unanimously.

2. Financial Secretary’s Report:

Having reviewed all vouchers and supporting documentation in Warrant 489, voucher 20132516 to voucher 20132542, amounting in the aggregate to \$24,299.53, and Warrant 489A, voucher P#20132544 to P#20132543, amounting in the aggregate to \$358. I move that the Board of Trustees of the Sea Cliff Village Library approve such warrants. *Motion duly made by Ron Doering and seconded by Lilli Scott. Motion passed unanimously.*

3. Building/Grounds Report:

Board President Frank Murray presented his report to the Board. Light near the steps on Summit Avenue is out.

4. Library Director's Report:

The Library Director is on vacation. Assistant Director, Camille Purcell, presented the Director's Report on her behalf, attached hereto as *Exhibit C*.

The Library added Consumer Reports online to its collection of databases. The Library will begin discussions of its Long Range Plan beginning at the February meeting. Also at the February meeting, the Library will begin budget process for the fiscal year 2014-2015.

Monies for the Hudak Memorial Fund have still been coming in. The Library received a donation of \$100, bringing the total raised to \$3700 in addition to the \$773 that was donated to the Friends in her memory. The Library received a \$25 gift from Diane Mullen.

The Library closed early (8pm) on Thursday, January 2 and opened late on January 3rd (1pm) due to snow storm.

The next board meeting will be February 11th at 7pm.

5. Children's Library Coordinator's Report:

The Children's Library Coordinator presented her report, attached hereto as "*Exhibit D*".

The Children's Library hosts a Family Book Night program. This proves to be a popular event. Two of these programs were held since the last board meeting and both were well attended

The Animal Workshop program had its last outing until Spring.

A short documentary, **Buildings**, was filmed in the Children's Library on January 9th.

6. Friends Report:

No December meeting for the Friends. Their next meeting will be at the end of January.

7. NLS Report:

NLS liaison, Angeleta Dhandari-Donovan presented her report to the Board. The Area 8 meeting is scheduled for January 27th at 8pm at the Gold Coast Library. Board of Trustee members are encouraged to attend.

Ms. Dhandari-Donovan mentioned to the Board that Jericho Public Library is pulling out of the ALIS shared catalog. How this will affect the remaining libraries monetary contribution towards NLS is to be determined.

8. iPad Policy:

The library director asked the assistant director to prepare a policy for iPad usage. The library's assistant director presented the proposed policy to the Board. The Board asked for some changes to be made to the document. The assistant director will make the changes and present the amended version to the Library Board at the February meeting for discussion.

9. Policy for Programs and Presenters:

The library director included in the Board packet the Program Confirmation letter, the Library sends out to its Program Presenters. The Board of Trustees asked the Library to make changes to the letter and present it at the February meeting for discussion.

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 **Tuesday February 11, 2014 at 7:00 pm**. There being no further business to come before the Board, the meeting was adjourned at approximately 7:58pm.

Roseann Gertler

Roseann Gertler
Secretary