

DRAFT

**Sea Cliff Village Library (the “Library”)
Minutes of the Meeting of the Board of Trustees (the “Board”)
June 11, 2013 7:00 p.m.**

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

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

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

Mr. Murray presided and Ms. Purcell acted as secretary.
Mr. Murray called the meeting to order at 7:00 p.m. At that time, a quorum was present.

1. **Approve Minutes of the Meeting of the Board of Trustees held on May 14, 2013.**
The minutes of these meetings were circulated in advance of this meeting. Following discussion, and upon motion duly made by Roseann Gertler and seconded by Lilli Scott, the following motion was adopted:

RESOLVED, that the minutes of the meeting of the Board held on May 14, 2013 substantially in the form circulated by email and as attached hereto as Exhibit A, be, and hereby are, approved. Motion passed unanimously.

2. **Treasurer’s Report:**

Having reviewed all vouchers and supporting documentation in Warrant 478, voucher 20131019 to 20131035, amounting in the aggregate to \$29,975.54 and Warrant 478A, voucher P#20131036 to P20131037 amounting in the aggregate to \$2,054.20 and Warrant 480, voucher 20131109 to 20131115 amounting in the aggregate to \$781.81, I move that the Board of Trustees of the Sea Cliff Village Library approve such warrants.

I move that the Sea Cliff Village Library Board of Trustees approve such warrants. Motion duly made by Ron Doering and seconded by Roseann Gertler. Motion passed unanimously.

3. **Buildings and Grounds Report:**

President Murray presented his report on the state of the libraries. The president notified the Board of a leak in the ceiling of the Children’s Library. This leak has been reported and is being addressed.

4. Library Director's Report:

The Library Director presented her report attached hereto as *Exhibit B*. Statistics for downloadable media are attached. The Library will again present its Books at the Beach program at the end of June.

New Databases: Pronunciator (foreign language program) \$350, Transparent Languages (foreign language) \$875, JobNow (job resource) \$100.

Leftovers for the Library raised \$761.00

Nassau County Museum of Art Pass for \$500 will be renewed through funds from the Broaser Horizons.

Furniture will be bought for the Adult Library from the funds raised through Mike Lennon's Leftovers for the Library program.

Children's Library:

Senator Marcellino informed the Director that funding will be available for capital projects for libraries in his district. The Director has informed the Senator that plans exist to replace the HVAC and ceiling/lighting for the Children's Library at an approximate cost of \$35,000 and \$15,000 respectively. We are awaiting to hear back from the Senator's office regarding how much monies will be available.

The deadline for the NYS Construction Grant is August 15th. The director would like to submit the application for the Children's Library before this date.

The next Board meeting to discuss Children's Library will be on July 9, 2013 at 7pm.
The next Library Board meeting will be July 16th, 2013 at 7pm.

5. Children's Library Coordinator Report:

Ann DiPietro presented her report to the Board, attached hereto as *Exhibit C*.

6. Policy Manual Changes:

The Director informed the Board of some Library Policy changes, attached hereto as *Exhibit D*.

Resolution:

The Sea Cliff Village Library Board of Trustees approves changes to the policy manual regarding Section 700-20.4.9; Section 700-30.3.7 and Borrowing Privileges.

RESOLVED, that the Sea Cliff Village Library Board of Trustees approve the amended sections of the Policy Manual 700-20 and 700-30 as proposed. Motion duly made by Roseann Gertler and seconded by Ron Doering. Motion passed unanimously.

7.Children's Library:

The Director informed the Board about the updates to the Children's Library Renovation/Restoration. There was some discussion about the cost involved between

updating the ceiling (new drop ceiling) or restoring the original ceiling. The director and Board agreed to get new costs to remove the existing tiles and restore the ceiling and push on with choosing new titles for a drop ceiling. HVAC cost was estimated to be approximately \$35,000.

8. Friends of the Library:

The Friends of the Sea Cliff Library had a very successful book sale with a profit of approximately \$900. They also added a few new “Friends” to their list. The treasurer of the Friends, Sara Jones has stepped down to take up her duties has a new member of the School Board. Jean Millspaugh is the new treasurer.

9. NLS:

Angeleta Dhandari-Donovan presented her report to the Library Board regarding the state of NLS (Nassau Library System). The NLS Board is almost ready to send out the libraries a new formula for funding NLS. NLS is the Sea Cliff Library’s library and without it’s support we would not be able to provide our patrons with many of the services we take for granted (ebooks, online resources).

10: 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 **Tuesday July 16, 2013 at 7:00 pm**. There being no further business to come before the Board, the meeting was adjourned at approximately 8:30 p.m.

Roseann Gertler

Roseann Gertler
Secretary