

## DRAFT

### Sea Cliff Village Library (the “Library”) Minutes of the Meeting of the Board of Trustees (the “Board”) September 8, 2015 7:00 p.m.

#### Trustees:

Roseann Gertler – President  
Frank Murray- Vice-President - Absent  
Lilli Scott – Secretary  
Ron Doering- Financial Secretary - Absent  
Kim Hertlein - Absent  
Angeleta Dhandari-Donovan  
Christine Abbenda

#### Library Management:

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

#### Village Representative:

Kevin McGilloway, Trustee, Village of Sea Cliff - Absent

Ms. Gertler presided and Ms. Purcell acted as secretary.

Ms. Murray called the meeting to order at 7:08 p.m. At that time, a quorum was present.

#### 1. Approval of the Minutes from the Sea Cliff Village Library Board dated July 14, 2015.

*Resolved that the Sea Cliff Village Library Board of Trustees approve the minutes of the meetings of July 14, 2015.. Motion duly made by Christine Abbenda, seconded by Lilli Scott. Angeleta Dhandari – Donovan abstained from voting. Motion passed unanimously.*

#### 2. Financial Secretary’s Report:

*Having reviewed all vouchers and supporting documentation in Warrant 61,, amounting in the aggregate to \$30,616.39, and Warrant 61A, amounting in the aggregate to \$827.89 and Warrant 62, amounting in the aggregate to \$25,947.76 . I move that the Board of Trustee of the Sea Cliff Village Library approve such warrants. Motion duly made by Christine Abbenda, seconded by Lilli Scott. Motion passed unanimously.*

#### 3. Building/Grounds Report:

Library Board of Trustees President, Roseann Gertler, presented her report on the Buildings/Grounds. The president thanked Trustee Scott for her column in the Library newsletter. She is awaiting for a reply form Village Trustee McGilloway regarding an email she sent to him about financing for the Children’s Library..

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

The Library Director presented her Report, attached hereto as "Exhibit C".

The library received \$50.97 from Better World Books for used books sold. The library received \$15.05 in eCommerce payments. We received \$500 in memory of E. Willa Haas. We will affix a nameplate in her memory on our plaque.

We will be purchasing two of our PCs at a cost of \$742.70 per computer. These are all in one machines.

We now have a charging station and connection cables for the general public to use. Museum passes were very popular this past summer and our Library Beach program received positive reviews.

The Village adopted an IT policy with the expectation that the Library would be covered. However, much of their policy is unworkable given our unique setup. The director consulted our libraries to see if we could adopt one their IT policies which would mimic the spirit of the Village's but more in line with library needs. The director passed out copies to the Board members present and will discuss at future meetings.

Library Open House is scheduled for October 17<sup>th</sup> (Saturday) from 1-4 to introduce residents to all that we offer.

Next Board meeting will be Tuesday, October 13 at 7pm.

#### **5. Assistant Director's Report:**

The assistant director presented her report, attached hereto as "Exhibit D".

Our summer programming went very well. We signed up a number of incoming 6<sup>th</sup> graders for library cards. We are showing encore performances of our Tuesday afternoon movies in the evening. These will occur on the night that the Library Board meets. Hopefully this will appeal to commuters coming home for work.

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

The Children's Library Coordinator was not able to present her report in person. It is attached hereto as "Exhibit E".

#### **7. New York Library Association Conference:**

**Resolved that the Sea Cliff Village Library Board of Trustees approve the attendance of Camille Purcell at the NYLA Conference October 21-24 2015 with expenses not to exceed \$1000.00. Motion duly made by Lilli Scott, seconded by Christine Abbenda. Motion passed unanimously.**

#### **8. Museum Pass Policy:**

**Moved that the Sea Cliff Library Board of Trustees amend its Museum pass policy Section 700-50: to include the following: "Only one pass per family may be borrowed at any one time". Motion duly made by Angeleta Dhandari-Donovon and seconded by Lilli Scott. Motion passed unanimously.**

## **9. Payroll Changes.**

We have had some staff changes this pass summer. Judi Allo resigned her position (8/19/15) and Ann Fischer gave up 7 hours (8/27/15). In addition, Kristine Janusas added 4 hours per week @10.20/hour (8/24/15).

*Resolved that the Sea Cliff Library Board of Trustees approve the Summer 2015 Payroll changes. Motion duly made by Lilli Scott and seconded by Angeleta Dhandari-Donovon. Motion passed unanimously.*

## **10. Deaccession Items:**

The library replaced some computer/ask chairs. The old chairs need to be de accessioned. Please see "Exhibit F"; attached herewith for item numbers.

*Move that the Sea Cliff Library Board of Trustees approve the de-accessioning of the aforementioned items. Moton duly made by Lilli Scott and seconded by Christine Abbenda. Motion passed unanimously.*

## **11. Review of Survey:**

The President and the Director reviewed the survey results. Overwhelming positive feedback from the public. Those items where we feel we can make some adjustments, we are addressing.

## **12. Funding of the Children's Library Renovation:**

Discussion ensued about the library's willingness to help the Village in its shortfall of the renovation of the Children's Library. The direction prepared a listing of the library's expenses. Those members present, wanted to wait until all board members were present before in-depth discussions take place.

## **13. NLS Report:**

Trustee Donovan presented her report to the Board. NLS would like to undertake some capital building at its location in Uniondale. Mostly entailing renovation work.

## **14. Friends of the Library:**

The director presented for the Friends. Its next meeting will be held on the 26<sup>th</sup> of September. Offbeat Artifact sale will take place on October 3 on the Village Green.

## **15. Other Issues...**

Trustee Scott asked about the 3D printer at Roslyn. The library director reported that VP Murray, visited Roslyn and observed that it is indeed noisy. The staff at Roslyn mentioned to him that they have it in a more sheltered area away from reference and general public.

The next library Board of Trustees meeting will take place on **Tuesday, October 13, 2015 at 7:00 pm**. There being no further business to come before the Board, the meeting was adjourned at approximately 8:32pm.

*Lilli Scott*

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Lilli Scott  
Secretary