

**DRAFT (04/14/2015)**

**Sea Cliff Village Library (the “Library”)  
Minutes of the Meeting of the Board of Trustees (the “Board”)  
March 10, 2015 7:00 p.m.**

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

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

**Village Representative:** Kevin McGilloy, Trustee, Village of Sea Cliff - Absent

Mr. Murray presided and Ms. Purcell acted as secretary.  
Mr. Murray called the meeting to order at 7:07 p.m. At that time, a quorum was present.

**1. Approval of the Minutes from the Sea Cliff Village Library Board dated March 10, 2015.**

*Resolved that the Sea Cliff Village Library Board of Trustees approve the minutes of the meetings of March 10, 2015. Motion duly made by Jennifer Scheffel, seconded by Lilli Scott. Motion passed unanimously.*

**2. Financial Secretary’s Report: - motion postponed**

**3. Building/Grounds Report:**

Library Board of Trustees President, Frank Murray, presented his report on Buildings/Grounds. Steps at Summit Avenue have been repaired. Children’s Library needs to be cleaned before it opens to the public.

**4. Library Director’s Report:**

The Library Director presented her Report, attached hereto as “*Exhibit C*”.  
The North Shore Reads event was held on Thursday, March 26<sup>th</sup> at the Metropolitan in Glen Cove. Over 250 people attended, included some 50 Sea Cliff residents.

We will begin to offer ESL classes. These classes will be taught by librarians, Maria Fernanda Pardo and Janis Angliss, both local residents. The classes are to be offered gratis, with the library supplying space, PR and use of the copy machine. This is in keeping with our Long Range Goal #1 (expanding programs to deepen the Library’s significance to our distinct community).

The Library was closed on March 5<sup>th</sup> due to weather.

The Library was informed by the Village that we will receive \$300,000 from them for our new budget year. We renewed a CD from Broader Horizons account for 6 months. We will be exceeding our Computer Maintenance line of the budget due to unexpected expenses related to removing the pre-existing internet connection at the Children's library.

The library would like to purchase a new public printer and photocopy machine.

We will be purchasing a Museum Pass to the North Shore Historical Museum in Glen Cove. This pass costs \$50 and will be paid out from the Gift Funds.

Letters of congratulations were sent to Mayor Kennedy and Trustees Lieberman and Epstein.

Next Board meeting will be Tuesday, May 12th at 7pm.

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

Assistant Director, Camille Purcell, presented her report on the Young Adult department, attached hereto as "*Exhibit E*".

A contest was held to design a poster for our MiniCon event taking place at the Middle School later this month. One of our local teens, Christopher Janusas, entered and his drawing will be used to help promote the event.

We will be offering a series of Introductory Computer classes between now and mid-May. May programming features an art lecture, a lecture on local wildlife and a lecture on writing the college essay.

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

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

Family Book Night has been well-attended. This month's book is the Twits by Roald Dahl. Attendance at story and book events have been very good. Despite the hike up the stairs, people (caregivers/mothers/babies and children) have settled into Village Hall Room C.

The Middle School Mock Trial club ended and the SC Makeshop presented a class on March 26 for K-5<sup>th</sup> grade. Summer schedules are in the works with at least two regular programs already booked.

#### **7. Children's Library Renovation:**

The library is almost completed. A committee was formed to help plan a celebration in honor of the 100<sup>th</sup> anniversary of the Stenson Memorial Library. This committee, comprised of Angeleta, Lilli and Kim, met and set the date of the celebration for May 30<sup>th</sup> from 1-4pm.

## **8. Policy Manual Changes and Video Games:**

The director would like to make some changes to the Policy Manual to better reflect how the policies are in actuality. Also, the Library will be circulating Video Console games.

*Resolved that the Sea Cliff Village Library Board of Trustees adopt Policy Manual Changes to Section 200-30 as follows: The Agenda for each regularly scheduled meeting shall be set by the Director in consultation with the Board President. Section 100, Move that the Sea Cliff Library Board of Trustees amend Section 100 by eliminating the fourth paragraph. Motion to be made by Lilli Scott and seconded by Jennifer Scheffel. Motion passed unanimously.*

*Resolved that the Sea Cliff Village Library Board of Trustees approve Section 700-20: Loan Period for video games is 7 days. No more than 2 games may be borrowed at any one time. Section 700-30: The fine for video games returned late is \$1 per day. Motion duly made by Roseann Gertler, seconded by Lilli Scott. Motion passed unanimously.*

**9. Friends Report: no report**

**10. NLS: no report**

**11. Executive Session: postponed**

The Board President asked if there were any other matters to be addressed. He stated that the next meeting of the Board would take place on Tuesday, May 12th at 7pm. There being no further business before the Board the meeting was adjourned at approximately 8:00pm.

*Roseann Gertler*

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Roseann Gertler  
Secretary