

HUNTINGTON PUBLIC LIBRARY
338 Main Street
Huntington, New York 11743

MINUTES
“Unapproved”

Of a Regular Meeting of the Library Board of Trustees
Held on April 20, 2010, at
338 Main Street, Huntington., New York

PRESENT: Trustees: Harriet Spitzer, Ann M. Berger, and Ann Scolnick; Director:
Debra Engelhardt
Also In Attendance: Charles Rosner, Trustee Elect

EXCUSED: Assistant Director: Michael Bogin; Trustee: Lauren Gilbert

Ms. Spitzer called the meeting to order at 5:33 p.m.

Ms. Berger made a motion, seconded by Ms. Skolnick, to approve the Library Board Minutes of March 16, 2010. The vote was unanimous.

Ms. Morgan and Ms. Zirpolo from the Friends were in attendance to present their report which included the following: Special weekly sales are being implemented to entice the public to buy items; they are thinking of having a large book sale this weekend; they have received a huge number of DVD's to sell and inquired into using the Periodical Room for a special sale where they would collect fees for purchases directly; Annie Berger volunteered to investigate securing additional space for the Friends; bylaws have been revised--a copy of which was given to the Board of Trustees; four new members have joined; various coupons will be included in gift bags to be given out during Carnival; a dietician is scheduled to speak at a meeting in November; there is approximately \$3,690 in the treasury, \$500 of which is earmarked for a couch in the Y&P Room and \$35/mo. to help the library pay for the weekly maintenance of plants, etc. Their next meeting will be in June.

A motion was made by Ms. Scolnick, seconded by Ms. Spitzer, that Warrant #25 totaling \$260,737.15 is paid. The vote was unanimous.

A motion was made by Ms. Spitzer, seconded by Ms. Scolnick, that Warrant #26 totaling \$7,493.30 is paid. The vote was unanimous.

A motion was made by Ms. Spitzer, seconded by Ms. Scolnick, that Warrant #27 totaling \$300,519.25 is paid. The vote was unanimous.

A motion was made by Ms. Scolnick, seconded by Ms. Spitzer, that Warrant #G-Fund totaling \$150.00 is paid. The vote was unanimous.

Lisa Gulino, Department Head of Community Services, was in attendance to present the following report: The past three newsletters have been produced entirely in-house, thus reducing costs, mailing issues have since been resolved; a multitude of banners have also been designed in-house realizing a \$20/per banner savings; a variety of new signage, including a LCD display, is currently being investigated and ordered for implementation inside and outside the library; bulletin boards will be redesigned and relocated for better visibility/functionality; plans for beautification of the library continue with central organization of flyers, showcasing a writer's quilt/historical photographs, etc.; design of a new website is proceeding; future considerations include migrating to use of e-mail for newsletter distribution (additional savings of \$28,000 may be realized) as well as a LCD display for newsletter content.

Ms. Scolnick made a motion, seconded by Ms. Berger, to accept the Personnel Report for March. The vote was unanimous.

The Board requested to have better communication with regard to the process of a Librarian Trainee progressing to a Librarian I position within the Library.

Policies presently under development/review include: Promotion Policy, Conference Attendance Policy, as well as the reimbursement of expenses to maintenance staff for work shoes/clothes.

It was decided to charge a \$3 fee per session beginning in July for certain recurring programs such as Yoga, Bridge, Pilates and various painting classes.

Ms. Scolnick made a motion, seconded by Ms. Berger, to approve, with noted changes, Section 100.I of the Policy Book – Wages, Hours, and Timekeeping.

A motion was made by Ms. Scolnick, seconded by Ms. Berger, for the Huntington Public Library to approve the proposed amendment to the SCLS Resource Sharing Code. The vote was unanimous.

A thank-you note was received from Kristine Casper thanking Board member, Ms. Berger, for her donation of a book on women's history.

Visitor, and Trustee Elect, Chuck Rosner, stated that, in addition to the facts and figures, he would have liked to see a narrative included in the Library Budget Brochure describing the usage for various items in the library.

At 8:30 p.m., a motion was made by Ms. Scolnick, seconded by Ms. Berger, to go into Executive Session to discuss the director's performance review, matters relating to the appointment of a particular firm and details pertaining to collective bargaining.

At 8:53 p.m., Ms. Spitzer reconvened the meeting. The Board acknowledged giving the Director an excellent annual performance review.

A motion was made by Ms. Berger, seconded by Ms. Scolnick, to adjourn the meeting. At 8:54 p.m., the meeting was adjourned.

Respectfully Submitted:

Prepared By:

Ann Scolnick, Secretary

Claire Tietjen, Recording Secretary