

LONG BEACH PUBLIC LIBRARY

BOARD OF TRUSTEES

MINUTES OF MEETING HELD ON OCTOBER 15, 2014

PRESENT:

Carol Arnone, President

Alan Greenberg, Vice President

Kathleen Dwyer, Trustee

Warren Vegh, Trustee

Diane Parr, Trustee

George Trepp, Library Director

Michael Simon, Assistant Director

Jill Lessard, Administrative Assistant

ABSENT WITH NOTICE:

David Baram, Attorney

After opening remarks and introductions, Trustee Arnone called the meeting to order at 7:05p.m.

- **Agenda Item I** : MINUTES OF SEPTEMBER 17, 2014 MEETING were moved for approval by Trustee Vegh, second by Trustee Dwyer, and unanimously approved.
- **Agenda Item II** : WARRANTS 958, 959 and 960 were moved for approval by Trustee Vegh, second by Trustee Parr, and unanimously approved.

Trustee Arnone moved that Agenda Item VI : NEW BUSINESS : #1 : WEST END LIBRARY LEASE PROPOSAL and Agenda Item III : DIRECTOR'S REPORT : #5 MEETING ROOM REQUESTS : A) OCEAN COURT CONDOMINIUM be brought forward on the Agenda, second by Trustee Dwyer, and unanimously approved.

- **(Agenda Item III : DIRECTOR'S REPORT, was bypassed.)**
- **Agenda Item VI** : NEW BUSINESS : #1 : WEST END LIBRARY LEASE PROPOSAL. Trustee Arnone advised that the Board could not vote on the lease at this meeting due to ongoing negotiations. After extensive discussion between the Board and the public, it was suggested by the public that the Board, in a show of good faith, vote that they agree to move forward with the West End Branch albeit not on the specific location or lease. The Board concurred. Vote to approve pursuing the West End Branch was motioned by Trustee Parr, second by Trustee Dwyer, and unanimously approved.

OF NOTE • In the subsequent public comment session a letter of support for the WE Branch written by John Bendo, President WENCA, and read by John McNally was added to records. Mr. McNally indicated WENCA had additional letters of support that would be provided at a later date. • The Director advised the Board that he had a listing of libraries he would like to visit that were purportedly "new and exciting" •

- **Agenda Item III** : DIRECTOR'S REPORT : #5 MEETING ROOM REQUESTS : A) OCEAN COURT

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CONDOMINIUM. Kelly Occhipinti requested approval for a November meeting. Moved for approval by Trustee Greenberg, second by Trustee Parr, approved by Trustees Greenberg, Dwyer, Parr and Arnone. Trustee Vegh recused himself.

(The meeting now resumed the original Agenda order)

○ **Agenda Item III : DIRECTOR'S REPORT**

- Item #1 – POINT LOOKOUT FLOOD INSURANCE: After discussion amongst the Board and comments from the public, it was decided that more investigation was needed. Trustee Arnone moved to table; second by Trustee Dwyer, and unanimously approved.
- Item #2 – PILATES INSTRUCTOR FEE, increasing from \$60 to \$75, for the instructor of the Pilates class to be held in the Point. After discussion amongst the Board, the Director, and one of the Point staffer, Trustee Dwyer moved to deny the fee increase, second by Trustee Vegh. Trustees Dwyer, Vegh, Arnone voted against the fee increase, while Trustees Greenberg and Parr voted in favor.
- Item #3 – GOOD AND WELFARE POLICY, regarding a request from the previous Board meeting for a Good and Welfare policy to be drafted by the Director. After reviewing said draft, as well as the existing set of G&W guidelines previously adopted in January of 2014, it was decided to leave the existing set of G&W guidelines in place with the following amendment: Change the words "Question and Comments" to "Good and Welfare". It was further decided to amend the Agenda wording to reflect the same; "Agenda Item VII – Questions and Comments from the Public – Any Matter" will now read "Agenda Item VII – Good and Welfare". Trustee Dwyer moved to approve, second by Trustee Vegh, and unanimously approved.
- Item #4 – BACKUP COMPUTER SERVICE, regards a request by Trustee Parr to clarify what backup plan and/or service the Library has in place in the event a technology problem arises while the Library Technology Librarian is unavailable and/or is unable to solve. The options proposed were to 1) Purchase a block of vendor service hours or 2) use a time and materials approach. After discussion amongst the Board and the Director, it was moved by Trustee Parr that the Library continue with the time and materials solution, second by Trustee Greenberg, and unanimously approved.
***OF NOTE** • Trustee Greenberg commented on the importance of making sure that new hires have as much technology background as possible; the Director confirmed that all new hires are questioned regarding their technology expertise. •*
- Item# 5 – MEETING ROOM REQUESTS, was previously reviewed and acted upon.
- Item# 6 – HELP RIBBON CUTTING CEREMONY, WEDNESDAY OCTOBER 15, regards a free online mental health program, provided by the Mental Health Association of NYC, which is designed primarily for people struggling with Hurricane Sandy related stress / depression / etc. Legislator Denise Ford gave a brief synopsis of the program and its benefits, and thanked the Library for providing this resource for those who may not

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otherwise have computer access, and need such a program. There were no comments from the Board or the public.

- **Agenda Item IV : CORRESPONDENCE**, regards three (3) pieces of correspondence received by the Library: 1) Tea Party letter, 2) FECS letter, and 3) West School PTA letter re: West End Branch. The Director clarified the FECS correspondence, after which there were no further comments from the Board or the Public.

- **Agenda Item V : OLD BUSINESS**
 - Item #1 – POINT LOOKOUT PLAQUE WORDING, regards the wording to be inscribed on a plaque for the Point branch: “A Good Book Is The Best Of Friends”. Trustee Arnone moved for approval, second by Trustee Vegh. Trustees Vegh, Greenberg, Arnone and Parr voted in favor; Trustee Dwyer voted against.
OF NOTE • The Director will get an update on the proposed outside sign for Point •
 - Item #2 – PROGRAM POLICY REVIEW, regards Trustee Dwyer’s requested review of the Library Program Policy. After clarifying that the Policy is general, and confirming that it will apply to all branches of the Library, Trustee Dwyer moved to table the discussion in order to review the current Programming Policy. Second by Trustee Vegh, and unanimously approved.
 - Item #3 – POINT LOOKOUT PROGRAM USE, regards exploring ways to enable Point to run more programs, more efficiently, in order to better accommodate patrons. Topics of discussion included operating hours, staffing, civil service restrictions, possible programs, janitorial services, etc. Carole Condon, Point staffer, was able to provide feedback and input from Point patrons. Trustee Greenberg then moved to allow the Point to open on Wednesdays, on a trial basis, if programming is scheduled at that time, which was second by Trustee Arnone, and unanimously approved.
 - Item #4 – LIBRARY DATELINE, regards Trustee Dwyer’s desire to ensure that all community events and meetings are able to be posted in the Library Dateline, and questioned the specifics. The Director confirmed that the Dateline was open to all, and cited possible space constraints in the printed addition. He then gave a brief overview / update of Event Keeper, the Library’s new software that will allow the Library and the Community to submit and track events online. Trustee Dwyer then requested to table the topic until next meeting, and requested that a progress report re: Event Keeper be provided at that time. Second by Trustee Vegh, and unanimously approved.

- **Agenda Item VI – NEW BUSINESS**
 - Item #1 – WEST END LIBRARY LEASE PROPOSAL, was previously reviewed.
 - Item #2 – ART LEAGUE, regards the lighting of the artwork in the 2nd floor corridor and

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gallery. Naomi Diracles advised that the League members were complaining that the corridor and gallery were poorly lit, and asked that gallery lighting remain on during all Library hours of operation. After a discussion, the Board advised that they would investigate and get back to Ms. Diracles.

- **Agenda Item VII – GOOD AND WELFARE** (formerly known as Questions and Comments from the Public – Any Matter)
 - Barbara Bemadino of Beach to Bay Civic Association, requested permission to display a poster and asked that the Library put out flyers for distribution re: a 10/26 rally in support of a new hospital. Assistant Director Simon advised her to leave the materials at the Reference Desk to be posted.

***OF NOTE** • Trustee Vegh asked that the Board and/or the Library send Mr. Steve Adelson a Thank You letter in appreciation and congratulations for the 2014 Jazz Festival. The Director advised the Library had already sent such a letter to Mr. Adelson •*
- **Agenda Item VIII – CSEA** - there was nothing to report.
- **Agenda Item IX – PERSONNEL** – Trustee Arnone moved to accept the Director’s recommended appointments, second by Trustee Dwyer, and unanimously approved.
 - Probationary appointment of full time Librarian Cynthia Nielson at the contracted starting salary for Librarian 1 of \$ 44,780 per annum.
 - Appointment of part time Librarian Dana Tomlin at the contracted starting hourly rate for Librarian 1 of \$24.60 per hour.
- **Agenda Item X – DATE AND TIME OF NEXT MEETING –**

Wednesday, November 19, 2014 6:30 p.m. – Public Session

Wednesday, November 19, 2014 6:31 p.m. – Executive Session
- **Agenda Item XI – ADJOURNMENT** – Trustee Parr moved for Adjournment at 9:19 p.m., second by Trustee Vegh and unanimously approved.