

LONG BEACH PUBLIC LIBRARY

BOARD OF TRUSTEES

MINUTES OF MEETING HELD ON JUNE 17, 2015

PRESENT:

Carol Arnone, President
Alan Greenberg, Vice President
Kathleen Dwyer, Trustee
Diane Parr, Trustee
Warren Vegh, Trustee

George Trepp, Library Director
Michael Simon, Assistant Director
Jill Lessard, Administrative Assistant
David Baram, Attorney

Trustee Arnone called the meeting to order at 7:04pm.

- ❖ Meeting Room Request : Board Game Club meeting room request was addressed first at the request of Trustee Arnone. Trustee Dwyer motioned to approve the application, seconded by Trustee Parr, and unanimously approved.

♦ OF NOTE: The Director advised that while the Library makes every attempt to accommodate requests for specific meeting days, sometimes the schedule may not allow for it ♦

- ❖ Agenda Item I : Approval of the May 20, 2015 Minutes were moved for approval by Trustee Vegh, seconded by Trustee Greenberg, and accepted, with Trustee Dwyer abstaining.
- ❖ Agenda Item II : Approval of Bills and Schedules 986, 987, and 988 : Trustee Vegh moved for approval, seconded by Trustee Arnone, and accepted, with Trustee Dwyer abstaining.
- ❖ Agenda Item III : Director's Report : Trustee Arnone turned the meeting over to the Director.

➤ The Application for a Construction Grant was recommended for Board approval. The Director advised that the Grant would be used to fund security cameras for the Main and West End branches. While the Director is currently seeking approval only to apply for the Grant, he provided a scope of work. He expects the funding to cover up to (12) hard wired cameras. Proposed Main branch locations are (1) in the Tech Center; (1) in the rear seating area; (2) at the reception desk, one facing the patrons and one facing the door; (1) in the 2nd floor lobby; (1) in the 2nd floor hallway by the bathrooms; (1) or (2) in the Children's section; and (1) outside near the bike rack. Proposed West End locations are (1) facing the front windows and (1) facing the back entrance. The requested amount is \$9,998, of which \$6,248 would be from local funding and \$3,749 would be from the grant. The application was moved for approval by Trustee Vegh, seconded by Trustee Greenberg, and unanimously approved.

♦ OF NOTE: The Director advised that grants under \$10k do not require State Education Department Facilities Planning approval. He also noted that beginning this year, NYS is changing the grant

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application process to stipulate that projects over \$50k (\$25k grant funding) will now require that minority and women business enterprises (MWBE) get 30% of the work. ♦

- With regard to Technology, the Director requested approval to test Cassie software at the West End branch, as an alternative to the current SAM software, at a cost of \$1,194 and \$150/yr maintenance thereafter. It was noted that SAM is priced at \$750/yr. Moved for approval by Trustee Parr, seconded by Trustee Dwyer, and unanimously accepted. Also recommended for approval was the Ruckus Zone Director to manage WiFi Access Points at a cost of \$2,286 and \$200/yr maintenance thereafter. Moved for approval by Trustee Vegh, seconded by Trustee Parr, and unanimously accepted.
- The West End shades from Budget Blinds for \$591 were unanimously approved by the Board, as motioned by Trustee Parr and seconded by Trustee Vegh.
- The West End plaques, with all (3) mounted together, were moved for approval by Trustee Parr, seconded by Trustee Vegh, and unanimously accepted.
- The Meeting Room request from the Board Game Club was previously addressed.

❖ Agenda Item IV : Staff Reports : The Assistant Director's report was included in the packet for review.

❖ Agenda Item V : Correspondence : There were letters from JASA and Long Beach High School, thanking the Library for supporting their programs and initiatives.

❖ Agenda Item VI : Old Business : There were no items to address.

❖ Agenda Item VII : New Business : The Board unanimously approved the issuance of an RFP for Legal Services, as motioned by Trustee Dwyer, seconded by Trustee Vegh, and unanimously accepted. The discussion of a By Laws Revision was unanimously tabled, with the Board stating they wanted to wait until new member Barbara Mosca was seated. Motion by Trustee Dwyer, and seconded by Trustee Parr.

♦ OF NOTE: In response to a concern voiced from the public, the Board noted that the RFP for Legal Services included the stipulation that the Library attorney must be present at all board meetings. ♦

❖ Agenda Item VIII : Good and Welfare : The public and the Board thanked Trustee Dwyer for her ten years of service to the Library and the community.

❖ Agenda Item IX : CSEA : There were no CSEA items.

❖ Agenda Item X : Personnel : The following Personnel items were moved for approval by Trustee Greenberg, seconded by Trustee Vegh, and unanimously accepted:

- The provisional appointment of Nicole Menzzasalma, effective June 24, 2015, as West End Branch Library Assistant, part-time
- The provisional appointment of Sheryl Kutsmeda, effective June 9, 2015, as main

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library full time clerk.

- The permanent appointment of Cynthia Nielsen, effective June 18, 2015, as Librarian I.

The Board also unanimously approved the salary increase of 2% for the Assistant Director, Administrative Assistant, and Bookkeeper, as moved by Trustee Vegh and seconded by Trustee Dwyer.

- ❖ Agenda Item XI : Date and Time of Next Meeting :

Wednesday, August 5, 2015 at 6:30 P.M. – Executive Session

Wednesday, August 5, 2015 at 7:00 P.M. – Public Session

♦ *OF NOTE: The details for the Opening Ceremony at the West End Branch were discussed* ♦

- ❖ Agenda Item XII : Adjournment : Trustee Vegh moved to adjourn at 8:00 P.M., seconded by Trustee Greenberg, and unanimously approved.