

LONG BEACH PUBLIC LIBRARY

BOARD OF TRUSTEES

MINUTES OF MEETING HELD ON OCTOBER 21, 2015

PRESENT:

Alan Greenberg, President
Diane Parr, Secretary
Carol Arnone, Trustee

George Trepp, Library Director
Michael Simon, Assistant Director
Jill Lessard, Administrative Assistant
Ralph Madalena, Attorney

ABSENT WITH NOTICE:

Barbara Mosca, Trustee
Warren Vegh, Vice President

Trustee Greenberg called the meeting to order at 7:00pm.

The approval of the Minutes from September 16, 2015, were tabled as there were not enough trustees present who had attended that meeting to vote.

The Approval of Bills and Schedules 998, 999 and 1000 were moved for approval by Trustee Parr, seconded by Trustee Arnone, and unanimously accepted.

Trustee Greenberg requested that the Board address the Personnel section of the Agenda in advance of the Director's report.

❖ Personnel : The Board approved the following items -

- The probationary (no less than six (6) and no more than nine (9) months) appointment of Library Director Lisa Caputo at a starting salary of \$120,000, at a mutually acceptable date. Moved by Trustee Arnone, seconded by Trustee Parr, and unanimously approved.
- The retirement / resignation of full time Clerk Gloria Moskowitz, effective December 30, 2015. Moved by Trustee Arnone, seconded by Trustee Parr, and unanimously approved.
 - ♦ **OF NOTE: The Director pointed out that there are now two (2) F/T clerk positions that need to be filled with the upcoming Civil Service test being held on November 7, 2015 (test results are expected early to mid-December). He confirmed for Trustee Greenberg that the positions must be filled from the resultant top three candidates per civil service rules.** ♦
- The appointment of part time clerk Regina Staffa, at a mutually agreeable date. Moved by Trustee Parr, seconded by Trustee Greenberg, and unanimously approved.

Trustee Greenberg requested that the Board address the Meeting Room Requests section of the Agenda in advance of the Director's report.

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❖ Director's Report : Meeting Room Requests

- The Lego Robotics Club was unanimously approved to meet 2x per month, day and time to depend on availability. Moved by Trustee Parr, seconded by Trustee Arnone.
- The Alliance To Restore Integrity To Divorce (formerly known as the Coalition for Family Issues) was unanimously approved to meet 1x per month, day and time to depend on availability. Moved by Trustee Arnone, seconded by Trustee Parr.

Trustee Greenberg requested that the Board address the Skelos grant next.

- The Board voted unanimously to designate the \$25k from the Skelos Grant to fund the procurement of a back-up generator, contingent upon a feasibility study by an engineering firm to be determined. Moved by Trustee Parr, seconded by Trustee Greenberg.

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The meeting then returned to its original agenda.

❖ Director's Report

- The Board unanimously approved hiring Simplex Grinnell to perform the mandatory fire sprinkler/standpipe system functionality testing at a cost of \$962 plus \$450 permit fee. Moved by Trustee Parr, seconded by Trustee Greenberg, and unanimously approved.
- The Meeting Room requests were previously addressed.
- The Skelos Grant : Use of Funds was previously addressed.

Trustee Arnone requested that the West End Branch Plaque Inscription (Old Business) be addressed next.

- The Board unanimously approved the quote submitted by Trustee Arnone "When You Have A Book, You Are Never Alone". Moved by Trustee Greenberg, seconded by Trustee Parr, and unanimously accepted.

♦ **OF NOTE:** *The Director advised that the plaque would have the names of the Trustees who were sitting at the time of the Branch opening: Trustees Arnone, Dwyer, Greenberg, Parr, and Vegh.* ♦

The meeting returned to its original agenda.

The Board tabled the remainder of the Old Business items.

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

❖ Correspondence : There was no correspondence.

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- ❖ Old Business : The West End Branch Plaque inscription was previously addressed. The Board tabled the remainder of the Old Business items (Branch Hours and Planning Process responses.)
- ❖ New Business : The Director added a new business item, the purchase of a new lectern for the auditorium. In addition to the \$686 that was budgeted, \$800 will be donated by the Friends of the Library and an anonymous donor to purchase a lectern with a microphone; in turn they are requesting the Library purchase a plaque to attach to the lectern stating "Donated by the Friends of the Library and the Trepp Family". The Board voted unanimously to approve the purchase; moved by Trustee Parr and seconded by Alan Greenberg.
- ❖ Good and Welfare : There were no Good and Welfare items.
- ❖ CSEA : There were no CSEA items.
- ❖ Personnel was previously addressed.
- ❖ Date and Time of Next Meeting : Trustee Greenberg moved that the November 18, 2015 meeting begin in Executive Session, seconded by Trustee Parr, and unanimously approved.

Wednesday, November 18, 2015 at 6:30 P.M. – Executive Session

Wednesday, November 18, 2015 at 7:00 P.M. – Public Session

- ♦ **OF NOTE:** *The Director advised the Board that our current P/R system (outsourced to Accudata) is unable to handle the new reporting requirements resultant of the Affordable Care Act, and briefly explained the solution that Accudata is offering as well as the penalties for non-compliance. This is a highly time sensitive item with a requested return date of October 31; however, as it was a last minute addition to the Agenda the Board did not feel they had enough time or information to make an informed decision. They asked the Library to provide more detail so they could further address the issue at the November 18, 2015 meeting.* ♦
- ❖ Adjournment : Trustee Greenberg moved to adjourn 7:35 P.M., seconded by Trustee Parr, and unanimously accepted..