



**BOARD OF TRUSTEES  
MINUTES OF MEETING HELD ON JANUARY 20, 2016**

PRESENT:

Alan Greenberg, President  
Warren Vegh, Vice President  
Diane Parr, Secretary  
Barbara Mosca, Trustee

Lisa Caputo, Library Director  
Michael Simon, Assistant Director  
Jill Lessard, Administrative Assistant  
Ralph Madalena, Attorney

ABSENT WITH NOTICE:

Carol Arnone, Trustee

➤ Trustee Greenberg called the meeting to order at 7:12p.m.

*\*\*As per Dec 16 meeting - Check #17569 and #17579 were voted on **via email** and approved.  
In favor: Trustees Vegh, Parr, Mosca, and Greenberg. No response: Trustee Arnone.*

**\*\*The following unresolved topics from the December 16 meeting were voted on and approved:**

- Retirement of Gloria Moskowitz, F/T Clerk, effective 12/30/15
- Retirement of Jennifer Pohl, F/T Youth Services Librarian, effective 12/19/15
- Resignation of Maria Mignano, P/T Librarian, effective 12/19/15

**Moved for approval in toto by Trustee Parr, seconded by Trustee Vegh, and unanimously approved.**

- Date and Time of Next Meeting, January 20, 2016, Executive Session at 6:30pm, Public Session at 7:00pm
- Adjournment of December 16<sup>th</sup>, 2015 meeting

**Trustee Mosca motioned for approval that the next meeting date be February 24, 2016, and that the January 20, 2016 meeting be adjourned. Seconded by Trustee Parr, and unanimously approved.**

➤ **The Minutes from December 16, 2016** were moved for approval by Trustee Vegh, seconded by Trustee Parr, and unanimously approved.

➤ **The Approval of Bills and Schedules 1008, 1009, 1010, and 1011** were moved for approval by Trustee Vegh, seconded by Trustee Parr, and unanimously approved.

➤ **The Director presented her report.** She touched upon the search for qualified candidates to fill three recently vacated positions; setting up cross-training for all Technical Services staff to maintain efficient workflows; an update from the Strategic Planning Committee meeting held on 1/11/2016; a



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Thank You to the Long Beach Friends of the Library for their donation of stools in the Youth Services area, as well as a Thank You to Librarian Jenn Firth for reupholstering the chairs in that same area; and a Thank You to the Avanti Society and to the Long Beach Friends of the Library for hosting welcome receptions, affording the Director the opportunity to meet many members of the community.

♦ *OF NOTE: With regard to the Strategic Planning Committee (SPC) meeting – Trustee Vegh asked for an attendee list, which the Director advised she would provide. Trustee Mosca, who is the Library Board representative for the SPC, noted that the meeting was very well run, and that the neighborhood groups were well represented. At the same time, she expressed her disappointment that there was no representation from the African American community, and that the Hispanic community only had a single representative. Trustee Mosca pointed out that the consensus at the initial meeting was that diversity is one of Long Beach’s strengths, and that she would again reach out to African American and Hispanic community leaders to encourage their participation in the process* ♦

With regard to the 2015/2016 New York State Construction grant, which was approved to fund 50% of the cost of **Security Cameras** - the Director noted that 85-90% of the fifty libraries represented at the January Director’s meeting already have security cameras installed, and recommended the Library move forward with the project. Of the three quotes, she recommended the Board select iTech Security as the lowest responsible bidder. The Board agreed. Assistant Director Simon advised there would be another walk through that Trustee Vegh would attend, to confirm proposed camera placements. He also noted that the system was scalable and additional cameras could be added as necessary. Trustee Mosca requested the Library investigate possible insurance discounts resultant of the camera installation.

The **Meeting Room Request** for the Community Emergency Response Team (CERT) was unanimously approved.

The three **Personnel** appointments were unanimously approved.

♦ *OF NOTE: Trustee Vegh noted that he has personally known Russell Stein to be a dedicated and hard-working employee, and feels his appointment to F/T Clerk is deserved, and that Mr. Stein will be an asset to the Library* ♦

The 2% raise for the Library’s Administrative Assistant was approved.

♦ *OF NOTE: Trustee Mosca noted that she did not approve of giving raises outside of the normal July time frame; Trustee Greenberg noted he felt regardless of the time frame, merit should be taken into consideration* ♦

The **Tuition Grant** for Tanya Suarez-Matos was unanimously approved.

Citing the dangers of **Hoverboards**, and with the support of Attorney Madalena, the Director advised of the Library’s decision to prohibit them in the Library.



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The request for approval to submit the revised Memorandum of Agreement to **CSEA Employee Benefit Fund** regarding the dental / vision plan was tabled.

The Director advised that new, more substantial **Signage** has been ordered for above the outside bench, noting that the Library would receive full credit for the original sign.

The Director gave praise to the Youth Services department for two extra-special December **Programming** events – having two former Rockettes onsite to teach the infamous kick line, as well as an Alice in Wonderland Tea Party complete with china tea cups and staff dressed as characters from the story. Both programs were well attended and produced some delighted children. She also reported that the West End Branch Book Club will kick off on March 23<sup>rd</sup> at 7pm. Copies of the discussion book, *The Memory of Running* by Ron McLarty, will be available at West End and Main, three weeks in advance of the discussion.

➤ **Staff Reports** were comprised of the Assistant Director's report, which was included in the packet for review.

➤ **Correspondence** - The Director shared a Thank You Letter from Long Beach High School Life Skills Staff.

➤ The following **Old Business** items were voted upon –

▶ The **Security Camera** project at the Main Library was moved for approval by Trustee Vegh, seconded by Trustee Greenberg, and unanimously approved.

▶ The **Proposal from iTech Securities** for the installation of the Security Camera system was moved for approval by Trustee Vegh, seconded by Trustee Greenberg, and unanimously approved.

▶ The **Tuition Grant** of \$1,250 for Tanya Suarez-Matos was moved for approval by Trustee Mosca, seconded by Trustee Parr, and unanimously approved.

➤ The following **New Business** items were voted upon –

▶ The **Meeting Room Request** by CERT was moved for approval by Trustee Vegh, seconded by Trustee Greenberg, and unanimously approved.

▶ The submission of the revised **Memorandum of Agreement to CSEA Employee Benefits Fund**



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regarding the dental / vision plan was tabled at the motion of Trustee Vegh, seconded by Trustee Mosca, and unanimously approved.

- There were no **Good and Welfare** items.
- There were no **CSEA** items.
- The following **Personnel** items were voted upon –
  - ▶ The **Appointment of Russel Stein** as a full-time clerk effective January 4, 2016 was moved for approval by Trustee Vegh, seconded by Trustee Parr, and unanimously approved.
  - ▶ The **Appointment of Arlene Toback** as a part-time clerk effective January 25, 2016, was moved for approval by Trustee Vegh, seconded by Trustee Greenberg, and unanimously approved.
  - ▶ The **Appointment of Natasha Drax** as a part-time reference librarian effective January 14, 2016, was moved for approval by Trustee Vegh, seconded by Trustee Greenberg, and unanimously approved.
  - ▶ The **2% raise for the Administrative Assistant** effective next pay period (February 11, 2016) was moved for approval by Trustee Vegh, and seconded by Trustee Greenberg. Trustees Greenberg, Parr and Vegh voted in favor; Trustee Mosca voted against.
- The **Date and Time of Next Meeting** is Wednesday, February 24, 2016, Executive Session at 6:30 p.m. and Public Session at 7:00 p.m., as moved by Trustee Mosca, seconded by Trustee Parr, and unanimously approved.
  - ♦ **OF NOTE:** *Trustee Vegh gave notice that he will not be in attendance for the 2/24/16 meeting* ♦
- The meeting was **Adjourned** at 7:55 p.m., so moved by Trustee Vegh, seconded by Trustee Parr, and unanimously approved.