



**BOARD OF TRUSTEES
MINUTES OF MEETING HELD ON MAY 18, 2016**

PRESENT:

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

Lisa Caputo, Library Director
Jill Lessard, Administrative Assistant
Ralph Madalena, Attorney
Richard Klenkel, Treasurer (arrived late)
ABSENT WITH NOTICE:
Michael Simon, Assistant Director

➤ Trustee Vegh called the meeting to order at 7:09p.m.

➤ ***The Minutes from April 20, 2016*** were moved for approval by Trustee Greenberg, seconded by Trustee Arnone, and unanimously approved.

➤ ***The Approval of Bills and Schedules 1021, 1022, and 1023*** were moved for approval by Trustee Parr, seconded by Trustee Mosca, and unanimously approved.

➤ ***The Trustee Vegh introduced Maryann Van Duyne from RS Abrams***, who was there to present the results of the Library's annual 2014/15 Fiscal Audit. After thanking the Board for their invitation, she summarized the audit as follows - 1) The Library received an "unmodified" opinion, which is the best opinion we could receive as a Library; 2) All of the Financials were certified and in order; 3) Our Internal Controls were deemed very good with no material weaknesses. It was noted that there were three minor "other matters", also known as recommendations, that it was suggested the Library implement. Ms. Van Duyne stated such recommendations were standard, and that her firm would assist the Library in implementing if necessary. The rest of her presentation centered upon the Library's various fund balances, encumbrances, revenues, and the new GASB68 and GASB71 reporting requirements for long term retirement funding. After some Q&A with the Board and the Treasurer, the presentation was concluded.

➤ ***Director's Report*** The Director began her report by extending the Library's thanks and appreciation to the Alan Greenberg Foundation, Mr. Ziggy Adler, and The Long Beach Friends Of The Library for their generous donation of a 3D printer;



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She announced that the Library was debuting an Adult Summer reading program and outlined how it will work – for each (5) books read, the reader’s name will be entered into a raffle. At the end of the summer wrap up party, a name will be drawn to win a Kindle Fire;

She advised that the Library is adding two new museums to its very popular museum pass program – The NY Historical Society and The Frick Collection;

She addressed the Personnel items, and it was decided the Board would vote on them at the end;

She provided an update on the status of the Little Free Libraries, currently installed in the following (5) locations – Park & Lincoln, Georgia Ave (WE) Playground, Clark Street (Canals) Playground, Indiana Ave (WE) @ Beach, and Christian Light Church at Pine and Park. The remaining (4) Boardwalk Libraries will be installed shortly;

She advised the Summer Hours will begin on Monday June 20, 2016. The Library recommended hours are:

Point Lookout – closed Wed/Sun, Mon 4:30 – 8:00, Tue/Th/Fri 9:30 – 1:00, Sat 9:30 – 1:30

West End – Closed Tue/Sun, Mon 4:00 – 8:00, Wed 3:30 – 7:30, Th/Fri/Sat 10:00 – 2:00

She advised that the Library had participated in the Long Beach Arts Council Ticket Booth Painting Event, and that the completed booth could be viewed on the Boardwalk along with the rest of the entrants;

She provided the Board with the new monthly circulation statistics, compiled by Russell Stein;

That concluded the Director’s report.

➤ **Staff Reports** – there were no Staff reports.

➤ **There were no Correspondence items.**

➤ **Old Business items** – The Director advised that the bids for the new sound system and phone system were being gathered and that an update would follow at the next meeting.

➤ **New Business items** – The Trustees voted unanimously to accept the new Summer hours as stated in the Director’s report. Moved by Trustee Greenberg, seconded by Trustee Parr, and unanimously approved.



**BOARD OF TRUSTEES
MINUTES OF MEETING HELD ON MAY 18, 2016**

➤ **Good and Welfare** – Ms. Dorie Castellon was interested to know what if any policies the Library had regarding a Code of Ethics policy for the Board and a Privacy Policy. After some discussion, Trustee Vegh advised the Library would investigate and get back to Ms. Castellon. She also inquired as to if the Library had a current Strategic Plan in place, and was informed by the Director the Library is currently in the process, with representatives from different groups and affiliations throughout the community, of putting a new Strategic Plan together.

Ms. Helen Alessi, the Executive Director of the Long Beach Latino Civic Association, first thanked the Director and Assistant Director for their recent budget presentations. She then requested that the Library take an active role in the upcoming Hispanic Heritage Month (Sept 15 – Oct 15). There was discussion and also a number of ideas put forth; the Board and the Director promised to look into how we could work together with the LBLCA.

➤ **CSEA** – There were no CSEA items.

➤ **Personnel** – The Board voted unanimously to accept the following appointments, effective May 2, 2016: Ashley Ferrante, P/T Children’s Page; Debra Scarlata, P/T Clerk; Diane Dudderer, F/T Clerk; and the permanent appointment of Bianca Rivera, Librarian I, effective May 19, 2016. Moved by Trustee Greenberg, seconded by Trustee Parr.

➤ **Date and Time of Next Meeting** – It was moved by Trustee Greenberg that the next Board Meeting take place on **Wednesday, June 15, 2016, Executive Session at 6:30 p.m., Public Session at 7:00 p.m.**; seconded by Trustee Mosca and unanimously approved.

➤ The meeting was **Adjourned into Executive session** at 7:57 p.m., so moved by Trustee Mosca, seconded by Trustee Vegh, and unanimously approved.