

LONG BEACH PUBLIC LIBRARY

BOARD OF TRUSTEES

MINUTES OF MEETING HELD ON NOVEMBER 18, 2015

PRESENT:

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

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

Trustee Greenberg called the meeting to order at 7:13pm.

The approval of the Minutes from September 16, 2015, were moved for approval by Trustee Parr, seconded by Trustee Vegh, and approved with Trustee Arnone abstaining as she did not attend that meeting.

The approval of the Minutes from October 21, 2015, were moved for approval by Trustee Parr, seconded by Trustee Arnone, and approved with Trustees Vegh and Mosca abstaining as they did not attend that meeting.

The Approval of Bills and Schedules 1001, 1002, and 1003 were moved for approval by Trustee Parr, seconded by Trustee Greenberg, and unanimously accepted.

♦ OF NOTE: Trustee Vegh requested additional information regarding the Fire Command service contract, including costs, term, etc. ♦ In response to a question from Trustee Arnone, AD Simon explained the process by which the Library orders and allocates books and other media for the three branches. Trustee Greenberg suggested that the Director and AD review said process with regard to possibly improving efficiency. The topic of digital vs. paper newspapers was also raised; Trustee Greenberg requested it be tabled for discussion at a future meeting ♦

The Board moved onto the Directors Report. The new Director, Lisa Caputo, expressed her enthusiasm to be joining the Library, and her excitement to begin moving forward in a good direction.

- In an attempt to increase patronage at the West End Branch, the Director outlined some ideas, including a dedicated “Study Time” during mid-terms and finals, with tables and snacks provided, aimed at tweens and teens. Also aimed at youth was a January Meeting of the Youth Advisory Board, as well as a Tween/Teen program, both being organized by Jennifer Firth. For adults, there will be a “Card and Board Game” day or night including Mah Jong, Bridge, Scrabble, etc., with light snacks and coffee available. Trustee Parr commented that the Card and Board Game idea was getting positive feedback from the patrons she mentioned it to.

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- The Winter Hours for the West End Branch (below) were motioned by Trustee Vegh, and seconded by Trustee Parr. Trustee Arnone voted against; all other Trustees voted in favor.

◆ Monday	4pm – 8pm
◆ Tuesday	CLOSED
◆ Wednesday	3pm – 7pm
◆ Thursday	2pm – 6pm
◆ Friday	2pm – 6pm
◆ Saturday	10am – 2pm
◆ Sunday	CLOSED

❖ Personnel : There were no Personnel items.

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

◆ *OF NOTE: In response to Trustee Parr's question, the request for security cameras was approved at the 6/17/15 Board meeting.* ◆

❖ Correspondence : There was a Thank You card from former Director George Trepp, which was passed around for the Board to read.

❖ Old Business :

- With regard to increasing the current Branch hours, the Director advised against it at this time due to budgetary and staffing constraints.
- The Strategic Planning Process is moving forward; the Director advised the Library has received (25) responses and asked for a Board representative; Trustee Mosca volunteered. Trustee Greenberg took a few minutes to explain the Process to the public in attendance.
- The proposed upgrade to our payroll system (to meet the new Affordable Care Act compliance reporting regulations) was put on hold, as Trustee Vegh requested the Library get an additional quote from Brands Payroll.

❖ New Business : The request by Trustee Mosca to consider separate programming budgets for the branches was tabled, to be explored later.

❖ Good and Welfare : The Qi Gong Class in Point Lookout was approved by the Board for another 8 week session to run in January and February 2016. In response to the request to make the class ongoing w/o the need for re-approval, the Director had the Library Program

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Coordinator Edie Kalickstein clarify the Library's programming philosophy and policy. In short, the Library is here to serve the needs of all members of the community, and in that regard will continue to offer a wide range of program options in "small doses".

- ❖ CSEA : There were no CSEA items.
- ❖ Personnel : There were no Personnel items.
- ❖ Date and Time of Next Meeting : Trustee Parr moved that the December 16, 2015 meeting begin in Executive Session, seconded by Trustee Vegh, and unanimously approved.

Wednesday, December 16, 2015 at 6:30 P.M. – Executive Session

Wednesday, December 16, 2015 at 7:00 P.M. – Public Session

♦ **OF NOTE:** *The Board asked that a Roku Demonstration be added to the December Agenda.* ♦

- ❖ Adjournment : Trustee Greenberg moved to adjourn 8:31 P.M., seconded by Trustee Parr, and unanimously accepted.