

MINUTES OF LIBRARY BOARD OF TRUSTEES MEETING

October 30, 2008

7:15 pm

Approved November 20, 2008

Present: Howard Jacobs, Susan Wolfert, Mindy Leiterman, Thomas McCarthy, Estelle Palevsky, Calvin Thomas, Diana Juettner, Town Board Liaison, Eugenie Contrata, Library Director, Marilyn Greiner, Assistant Library Director

President Jacobs called the meeting to order at 7:23 p.m.

Trustee Thomas moved that the minutes from the September 25, 2008 meeting be accepted as presented. Trustee Palevsky seconded the motion and it was unanimously approved.

Trustee Palevsky moved that the minutes from the October 7, 2008 meeting be accepted as presented. Trustee Leiterman seconded the motion and it was unanimously approved.

Trustee Leiterman moved that the minutes from the October 21, 2008 meeting be accepted as presented. Trustee McCarthy seconded the motion and it was unanimously approved.

Vice President Wolfert said the bills had been reviewed and were in order. Vice President Wolfert made a motion to approve the bills from September 18, 2008 through October 22, 2008, in the amount of \$24,906.23 for payment. Trustee Leiterman seconded the motion and it was unanimously approved.

Vice President Wolfert moved to approve the Treasurer's Report as presented. Trustee Leiterman seconded the motion and it was unanimously approved.

Finance Committee

Vice President Wolfert reported that the Supervisor's tentative Town budget has been publicly issued and the Library's portion of the tentative budget is \$3,358,000, a 2.38% reduction from the 2008 budget of \$3,440,046.

Building Committee

Trustee Palevsky said that she visited the new building on October 30 and reported the following:

- The hall was clean with new lockers in place.
- The donated office furniture was set up in the Business and Director's offices.
- The new shelving had been installed.
- Most of the items in storage had been delivered.
- The movers were working very slowly and delaying the project.
- The network room was being outfitted by Cablevision/Lightpath.
- New chairs and tables were in the library awaiting set up
- The outside trim continues to be a slow arduous process to replace ill fitting tiles.
- The center stairs are almost complete and awaiting the center handrail.

Vice President Wolfert said that the Temporary Certificate of Occupancy has been issued and it is not known when the permanent certificate will be issued.

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Foundation

Thomas McCarthy did not attend the last Foundation Meeting and had nothing to report. Library Director Contrata said that Assistant Director Greiner had a plan for Foundation sponsored bookplates to be identified for the donor without causing excess work for the Library staff. The next Foundation Meeting is November 11, 2008.

Old Business

Trustee Leiterman moved to approve the hiring of Richard Panish as part-time librarian to work on the Metro Digitization Grant. The funds will be reimbursed upon completion of the project. Trustee Palevsky seconded the motion and it was unanimously approved.

Library Trustees tabled the motion to approve the Memorandum of Understanding until the next Library Board meeting. Trustees Leiterman and McCarthy agreed to discuss the topic during the month.

Library Director Contrata said the bank check for the Public Service Announcement Grant has been received and sent to the Library Foundation.

Library Trustees discussed an Opening Day Celebration. Library Director Contrata said that the celebration was contingent on a certificate of occupancy being granted by the Town.

New Business

Trustee Palevsky moved to approve the annual evaluation and increment for Library Assistant Spanish Speaking Diana Lennon. Trustee Leiterman seconded the motion and it was unanimously approved.

Trustee Leiterman moved to approve the resolution authorizing budget transfers to pay for Library expenditures. Trustee McCarthy seconded the motion and it was unanimously approved.

Trustee Leiterman moved to go into Executive Session to discuss a personnel matter at 8:15 p.m. Trustee McCarthy seconded the motion and it was unanimously approved.

Trustee Palevsky moved to close Executive Session at 9:00 p.m. Trustee McCarthy seconded the motion and it was unanimously approved.

Trustee McCarthy moved to adjourn the meeting at 9:01 p.m. Trustee Thomas seconded the motion and it was unanimously approved.

The meeting adjourned at 9:01 p.m.

Minutes transcribed by Marilyn Greiner, Assistant Library Director.