

MINUTES OF THE REGULAR MEETING OF THE JERICHO PUBLIC LIBRARY
BOARD OF TRUSTEES JULY 11, 2011

I. CALL TO ORDER.

Mr. Diamond called the meeting to order at 8:20 P.M. in the Meeting room. Present were: Mr. Diamond, Mrs. Feldman, Mrs. Jacobson, Mrs. Kessler and Mrs. Brenner.

Absent with prior notice: Mr. Garfunkel and Mrs. Buzen.

II. OATH OF OFFICE.

A. Administration and notarization of oath of office to Mrs. Lynette Buzen. Tabled.

III. PUBLIC HEARING.

N/A

IV. EXECUTIVE SESSION.

N/A

V. MINUTES.

A. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, the minutes of the June 13th meeting were accepted as presented.

Yes - 3

No - 0

VI. COMMUNICATION.

A. Thank you to Jericho Brookville Lions Club from Mrs. Kessler.

VII. DIRECTOR'S REPORT.

Mrs. Kessler gave her report. The annual parking lot maintenance is completed. For our patrons convenience there is a new color/black and white copy machine located in the circulation area. Filters on the public water fountains were changed. Patrons will soon be able to pay library fines using VISA or MASTERCARD credit cards, minimum payment \$5.00. Patrons will have access to this feature via their accounts on our online catalog. The RFID conversion is continuing at a smooth pace. The Adult Summer Reading Club is off to a great start. The sign up for Young Adult and Children's Sum-

Yes - 3

No - 0

D. Adoption of Budget and Salary Schedule. On a motion made by Mrs. Jacobson and seconded by Mrs. Feldman, the budget as prepared by the Board, presented to the public and approved at the annual election on May 17, 2011 was adopted for the fiscal year 2011/2012.

Yes - 3

No - 0

E. Appointment of Committees. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, the President is empowered to establish committees as needed during the year. Mr. Diamond established the Mobil/Cumberland Farms property committee to explore the possibility of the Library purchasing, by eminent domain, the land adjacent to the Library.

Yes - 3

No - 0

F. Appointment of Finance Officer and Assistant Treasurers. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, Mrs. Florence Zwerdling was appointed Finance Officer of the Jericho Public Library for 2011/2012 and will receive \$1,000 for her services to the Library in this capacity. Mrs. Nancy Feldman and Mrs. Lynette Buzen were appointed Assistant Treasurers.

Yes - 3

No - 0

G. Designation of Attorney. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, it was agreed that the firm of Jaspan, Schlesinger, and Hoffman of Garden City would be employed on a retainer for general council services.

Yes - 3

No - 0

H. Designation of Auditor. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, Arthur Venezia, CPA, was designated to audit the Library's financial records for the fiscal year 2010/2011.

Yes - 3

No - 0

I. Designation of Banks. On a motion made by Mr. Feldman and seconded by Mrs. Jacobson, J.P. Morgan Chase Bank, TD Bank, Citibank, Capital One Bank, HSBC Bank, all being commercial banks in the area, in accordance with the Library's investment policy and New York State Law, will service the Library's savings, checking and investment accounts.

Yes - 3

No - 0

J. Designation of Insurance Agency. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, the Reagan Agency of Babylon will serve as the Library's insurance agency for 2011/2012.

Yes - 3

No - 0

K. Designation of Official Newspapers. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, Newsday and the Syosset/Jericho Tribune were designated as the official newspapers of the Library for 2011/2012.

Yes - 3

No - 0

L. Designation of the Clerk of the Board to make Investments and Wire Transfers of Funds. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, Christina Brenner, Clerk of the Board, was authorized to make investments of monies on behalf of the Jericho Public Library in accordance with section 1723-A of the New York State Education Law and the Library's Investment Policy. Mrs. Brenner is also authorized to make wire transfers of funds from one Library account to another.

Yes - 3

No - 0

M. Designation of Fidelity, and AXA Equitable as the two investment companies for the Library employees Tax Shelter Annuity Funds. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, Fidelity, and AXA Equitable shall continue as designated companies for the employee's tax shelter annuity funds.

Yes - 3

No - 0

N. Designation of New York State Tax Deferred Compensation Plan as the investment company for the Library employee's 457 Plan funds. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, New York State Tax Deferred Compensation Plan shall continue as the designated company for the employee's 457 Plan funds.

Yes - 3

No - 0

XI. UNFINISHED BUSINESS.

A. Thompson Fund. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, the Board approved purchasing a spot light for the Theater using funds from the Bob Thompson Fund.

Yes - 3

No - 0

July 1, 2011 at a rate of \$13.93 an hour.

Yes - 3 No - 0

- C. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, the Board approved the appointment of Alexander Elguera, Tech Aide part time, effective July 5, 2011 at a rate of \$9.79 an hour.
- Yes - 3 No - 0
- D. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, the Board approved the appointment of Megan Joseph, Computer Aide part time, effective July 12, 2011 at a rate of \$9.79 an hour.
- Yes - 3 No - 0
- E. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, the Board approved the appointment of Nebiyu Getahun, Computer Aide part time, effective July 12, 2011 at a rate of \$9.79 an hour.
- Yes - 3 No - 0
- F. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, the Board approved the appointment of Tatiana Bautista, Computer Aide part time, effective July 12, 2011 at a rate of \$9.79 an hour.
- Yes - 3 No - 0
- G. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, the Board approved the appointment of Matthew Kutner, Computer Aide part time, effective July 12, 2011 at a rate of \$9.79 an hour.
- Yes - 3 No - 0
- H. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, the Board approved the appointment of Alexa Mondello, Technology Aide part time, effective July 5, 2011 at a rate of \$9.79 an hour.
- Yes - 3 No - 0
- I. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, the Board approved the appointment of Kim Simmons, Page part time, effective July 12, 2011 at a rate of 11.03 an hour.
- Yes - 3 No - 0
- J. On a motion made by Mrs. Feldman and seconded by Mrs. Jacobson, the Board approved the appointment of Jeremy Weissman, Tech Aide part time, effective July 12, 2011 at a rate of 9.79 an hour.
- Yes - 3 No - 0
- K. Resignation of Joseph Andre, Cleaner part time effective July 11, 2011.

XIV. SECOND PUBLIC HEARING.

XV. BUILDING AND GROUNDS.

N/A

XVI. ADJOURNMENT.

On a motion made by Mrs. Jacobson and seconded by Mrs. Feldman, the meeting was adjourned at 9:59 P.M.

Yes - 3

No - 0

Respectfully submitted,

by Christina Brenner
Clerk of the Board