

SEAFORD PUBLIC LIBRARY
Seaford, New York

MEETING OF THE BOARD OF LIBRARY TRUSTEES

February 8, 2010

Present: Peter J. Ruffner, President
Stephen J. Gaughran, Vice-President
Eileen Montalbano, Secretary
Patricia Coughlin, Asst. Financial Secretary
Marilyn Griffin, Director

Absent: John Rall, Financial Secretary

CALL TO ORDER

Peter J. Ruffner, President, called the meeting of the Board of Library Trustees to order at 7:05p.m.

APPROVAL OF MINUTES

The minutes of the meeting of January 11, 2010 were approved on the motion made by Mr. Gaughran, seconded by Mrs. Montalbano and unanimously passed.

APPROVAL OF THE WARRANTS

The following warrants were approved on the motion made by Mrs. Coughlin, seconded by Mr. Gaughran, which unanimously passed:

# 41 - January 21, 2010	- 58,557.32
# 42 - February 4, 2010	- 36,543.99
# 43 - February 8, 2010	- 10,050.18
# 44 - February 8, 2010	- 7,116.97
# 45 - February 8, 2010	- 15,357.78
# 46 - February 8, 2010	- 7,768.48

MONTHLY OPERATING SCHEDULE AND INCOME SCHEDULES

The Monthly Operating Schedule was reviewed by the Board.

TREASURER'S REPORT

The Treasurer's Report for the month of January 2010 was approved on the motion by Mrs. Coughlin, seconded by Mrs. Montalbano, which unanimously passed.

Amy Law reported that as of March 2010, Accu Data Payroll Company will electronically file the New York State Taxes for us. Also, a transfer of \$34,468.00 to the Capital Improvement Fund Account was made on January 14, 2010. This was the total surplus from the Salaries and Mandatory Charges for the fiscal year end of 2008/2009.

A recommendation was made by a TD Bank official regarding the opening up of a new General Fund Account in an effort to eliminate any further check fraud issues. A transfer of \$300,000.00 from the old General Fund Account to the new account was made on January 25, 2010. The old General Fund Account will be closed eventually when all checks are cleared on this account.

DIRECTOR'S REPORT

Mrs. Griffin reported that:

ASSESSMENT DATA – Data provided by the Department of Assessment related to the top tax payers for the Seaford School District was discussed.

SUMMER 2010 OUTDOOR CONCERTS – A full schedule of summer outdoor concerts has been arranged. All concerts will be held at the Seaford Public Library venue, with the exception of the program sponsored by the Seaford Wellness Council, which could be held at the Seaford Railroad gazebo location. Letters inviting community group co-sponsorship are ready for Mr. Ruffner to sign and send out after the meeting.

GENERAL STAFF MEETING – A general staff meeting was held in house on Wednesday, January 13th to discuss issues affecting the library and its patrons.

2010/2011 LEGAL PUBLIC NOTICE – the legal notice was reviewed by the Board of Trustees and will be published in the Wantagh Seaford Citizen and the South Bay's Neighbor Newspaper.

LETTER TO TOWN SUPERVISOR KATHLEEN MURRAY – Since we did not get any response from the office of the Town Supervisor regarding the chronic problems with skateboarders in the newly refurbished town parking lot, a phone call was made to the TOH help line. Since there is no law on the books to prohibit skateboarding, the TOH will not put up signs. Therefore, when there are any future problems with this issue, the library will call 911.

CHILD ID PROGRAM – Mrs. Griffin reported that she was approached by the New York Life Insurance Company regarding offering the Child ID Program at the library. Mrs. Griffin also noted that this same program is also available through the Town of Hempstead. After a discussion, it was agreed to stick with the Town of Hempstead for this kind of program.

CORRESPONDENCE - None

PERSONNEL - None

OLD BUSINESS

NAMED AWARD FOR PUBLIC RECOGNITION – After research by Mrs. Griffin, it was confirmed that the first President of the Seaford Public Library Board of Trustees was Frank J. Hoschek, who is listed in library records as President in 1957 and served on the Board through March 1962. After a discussion, the Board of Trustees unanimously agreed that the award will be named the "Frank J. Hoschek Award".

Mr. Ruffner suggested that the first award will be presented to the past president of the Friends of the Library, Grace Pommershiem. It was agreed that this award be presented to her at the Summer Outdoor Concert on July 3rd, 2010 since this concert is sponsored by the Friends of the Library.

PROPOSED BUDGET FOR 2010/2011 – After discussion, on the motion made by Mrs. Coughlin, seconded by Mr. Gaughran, the Board of Trustees unanimously approved the 2010/2011 library budget. This reflects a 1.94% increase over the 2009/2010 budget in the balance to be raised by taxation.

PROPOSED SALARY SCHEDULE – On the motion made by Mrs. Coughlin, seconded by Mrs. Montalbano, the Board of Trustees unanimously approved the proposed Salary Schedule, effective July 1, 2010.

INCREASING LIBRARY EFFECTIVENESS

Mr. Gaughran discussed the graphs he distributed prior to the meeting showing increases and decreases in the use of library material. Mr. Ruffner thanked Mr. Gaughran for the analysis. **2009 ANNUAL REPORT** –On the motion made by Mrs. Coughlin, seconded by Mrs. Montalbano, the Board of Trustees unanimously approved and accepted the Annual Report for 2009 which was prepared by A. Law.

NLS AND OTHER ORGANIZATIONS

A discussion on the email that was sent out from the desk of Governor David A. Paterson regarding the New York State Spending Cap.

NEW BUSINESS

FUTURE PLANS/NEW TECHNOLOGIES

An interesting report regarding the E-book pricing controversy between Amazon and Macmillan was discussed.

PUBLIC COMMENT - None

ADJOURNMENT

Via a motion made by Mrs. Coughlin and seconded by Mrs. Montalbano, which unanimously passed, the meeting was adjourned at 8:13pm.

The next meeting of the Board of Library Trustees was scheduled for Monday, March 8, 2010 at 7:00 p.m.

Respectfully submitted by
Amy Law