

SEAFORD PUBLIC LIBRARY
Seaford, New York

MEETING OF THE BOARD OF LIBRARY TRUSTEES

May 13, 2013

Present: Peter J. Ruffner, President
Stephen J. Gaughran, Vice-President
Eileen Montalbano, Secretary
John Rall, Financial Secretary
Patricia Coughlin, Asst. Financial Secretary
Frank McKenna, Director

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Peter J. Ruffner, President, called the meeting of the Board of Library Trustees to order at 7:15p.m.

APPROVAL OF MINUTES

The minutes of the meeting of April 17, 2013 were approved on the motion made by Mrs. Coughlin, 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:

# 59 - April 25, 2013	- 59,650.90
# 60 - May 9, 2013	- 36,664.83
# 61 - May 13, 2013	- 11,688.73
# 62 - May 13, 2013	- 5,955.26
# 63 - May 13, 2013	- 15,338.13
# 64 - May 13, 2013	- 6,456.90

MONTHLY OPERATING SCHEDULE AND INCOME SCHEDULES

The Monthly Operating Schedule and Income Schedule were reviewed by the Board.

TREASURER'S REPORT

The Treasurer's Report for the month of April 2013 was approved on the motion by Mrs. Coughlin, seconded by Mr. Gaughran, which unanimously passed.

DIRECTOR'S REPORT

Mr. McKenna reported that:

TYCO/ADT – The project for upgrading of the control panel, unimode, digital alarm communicator and valve supervisory switches by Tyco Integrated Security (formerly ADT) was completed on May 1st.

ALIS/SIERRA – Innovative Interfaces, Inc. CEO Kim Massana attended the special ALIS Executive Board Meeting on April 17th and reported that numerous fixes as well as a new Sierra software version have been installed. ALIS staff has participated in a review of potential display alternatives for the client, and has identified libraries for site visits and WebEx remote diagnostic sessions. ALIS staff configured Help Desk software was launched on April 18th.

SOUTH SHORE READS – On April 18th, the Wantagh, Massapequa and Seaford Libraries conducted the first “South Shore Reads” program for a special book discussion on this year’s “Long Island Reads” selection – Sutton by J.R. Moehringer. The event was held at Massapequa Bar Harbour Library and approximately 30 patrons attended this program.

ISLAND HARVEST – DISASTER RELIEF FOOD BOX DISTRIBUTION - Island Harvest would like to setup a day to distribute non-perishable food boxes at the library to help families that have been affected by Hurricane Sandy. After a discussion, the Board of Trustees agreed and delayed the discussion until the next Board of Trustees meeting.

LIBRARY WEBSITE – Proposal that was submitted by Joseph Barbuto from NextWave Solutions regarding the re-design of the library’s website was discussed. No decision has been made at this time. More discussion will be tabled to the next Board of Trustees Meeting.

MEMORIAL DAY PARADE –Mrs. Coughlin continued to express interest in participating in the Seaford Memorial Day Parade that will be held on Monday, May 27th. Mr. McKenna suggested putting up flyers and inviting the public and staff to march with the library.

MEETING WITH CONGRESSMAN PETER KING – Mr. McKenna reported that he had a meeting with Congressman Peter King on May 10th discussing Federal Library issues.

CORRESPONDENCE - None

PERSONNEL - None

OLD BUSINESS - None

LIBRARY USAGE

Mr. Gaughran discussed the graphs he distributed prior to the meeting showing increases and decreases in the use of library materials. Mr. Ruffner thanked Mr. Gaughran for the analysis.

EBOOKS – A discussion was made for the eBooks budget and statistics. It was agreed getting a full analysis on this topic at the next Board of Trustees meeting for more discussion.

STATISTICS - A discussion was made on the Adult Fiction and Non-Fiction books circulation statistics from Seaford, Wantagh and Massapequa Libraries. It was agreed getting a county-wide circulation statistics for Adult Fiction, Children’s Non-Fiction and Fiction books for comparison at the next Board of Trustees Meeting for further discussion. Mr. McKenna agreed.

NEWSLETTER – After a discussion, the Board of Trustees unanimously agreed sending out a separate mailing for promoting the Young Adult and Children’s Summer Reading Program around Mid-June. Mr. McKenna agreed and will proceed with this suggestion.

NLS AND OTHER ORGANIZATIONS - None

NEW BUSINESS

EDUCATION & ASSISTANCE CORP (EAC) COMMUNITY SERVICES – The purpose of the Community Service Program is to provide an opportunity for offenders charged with non-violent crimes to perform service to the community-at-large, under supervision, as an alternative to a period of incarceration. After a discussion, the Board of Trustees decided not to continue with EAC Community Services and Mr. McKenna agreed notifying EAC Community Service Program for this decision.

PUBLIC RELATIONS/MEDIA COVERAGE - None

PUBLIC COMMENT - None

ADJOURNMENT

Via a motion made by Mr. Gaughran and seconded by Mrs. Coughlin, which unanimously passed, the meeting was adjourned at 8:45pm.

The next meeting of the Board of Library Trustees was scheduled for Monday, June 10, 2013 at 7:00 p.m.