

SEAFORD PUBLIC LIBRARY
Seaford, New York

MEETING OF THE BOARD OF LIBRARY TRUSTEES

April 14, 2014

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

Guest: James DiPietro, Margaret Grub

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Peter J. Ruffner, President, called the meeting of the Board of Library Trustees to order at 7:10p.m.

APPROVAL OF MINUTES

The minutes of the meeting of March 20, 2014 was approved on the motion made by Mrs. Coughlin, seconded by Mr. Gaughran and unanimously passed.

APPROVAL OF THE WARRANTS

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

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|-----------------------|-------------|
| # 54 - March 27, 2014 | - 63,168.16 |
| # 55 - April 10, 2014 | - 37,728.05 |
| # 56 - April 14, 2014 | - 16,211.25 |
| # 57 - April 14, 2014 | - 8,036.68 |
| # 58 - April 14, 2014 | - 8,552.91 |
| # 59 - April 14, 2014 | - 7,585.19 |

MONTHLY OPERATING SCHEDULE AND INCOME SCHEDULES

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

TREASURER'S REPORT

The Treasurer's Report for the month of March 2014 was unanimously approved on the motion by Mrs. Coughlin, seconded by Mr. Rall.

DIRECTOR'S REPORT

Mr. McKenna reported that:

PLANT AND FACILITIES –

- a. Architect – Met with architectural firm H2M's Dan Tanzi, P.E. on April 8th to review the library's blueprints. Discussion on bathrooms on both levels, installation of a new bathroom on the lower level and solar panels. He will send a proposal regarding the scope of work.
- b. Interior Lighting – Met with two firms who specialize in interior lighting and coordinate with the PSEGLI rebate program. We will be soliciting the proposals.
- c. Automatic Doors – Compiling quotes for new automatic doors.

ART WORK AND PHOTOGRAPHY DISPLAY SYSTEM – April exhibit is “Floral Paintings” by artist Kim Gallagher.

WEBSITE – The library's new website: www.seafordlibrary.org will launch on Thursday, May 1st.

AUDITOR – David Tellier of Nawrocki Smith LLP will be available to meet with the Board on November 10th meeting. A new formal proposal for a new term of the audit agreement has been requested.

LIBRARY BUDGET VOTE – The library budget vote for 2014/2015 was approved. The vote total was 179, 157 yes and 22 no. Mr. DiPietro was elected Trustee with a total of 135 votes.

SUMMER 2014 OUTDOOR CONCERTS – The line-up of the 2014 Summer Concert Series has been determined.

READ ALOUD/CAREER DAY –Trustee Mrs. Coughlin, Stephen Gaughran, Head of Children's Cindy Schaaf and Mr. McKenna participated at the annual Seaford Harbor School Read Aloud/Career Day that was held on Thursday, April 9th.

CORRESPONDENCE

Thank you letter from Christine Weber, Ph.D.

Re: Replaced new electric outlets in the office

Letter from Mr. Arnold Pilsner

Re: Showing of the movie “Philomena” on 4/23/14

PERSONNEL

The following personnel changes were approved by the Board:

Resignation: Erin Keating, Page, eff. 4/2/14

Appointment: Lauren Cusumano, Page, eff. 4/11/14

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.

NLS AND OTHER ORGANIZATIONS

The NLS Board of Trustees minutes of the February 24th were distributed to the Board of Trustees for review.

NEW BUSINESS

MEETING ROOM POLICY - More discussion will follow at the next Board of Trustees Meeting.

PUBLIC RELATIONS/MEDIA COVERAGE

A few articles were distributed to the Board of Trustees.

PUBLIC COMMENT - Mrs. Grub had questions which were answered by the Board of Trustees and the Director.

ADJOURNMENT

Via a motion made by Mrs. Coughlin and seconded by Mr. Rall, which unanimously passed, the meeting was adjourned at 8:37pm.

The next meeting of the Board of Library Trustees was scheduled for Monday, May 12, 2014 at 7:00 p.m.

Respectfully submitted by
Amy Law/Frank McKenna