

**MASSAPEQUA PUBLIC LIBRARY
MINUTES
REGULAR MONTHLY MEETING
JANUARY 11, 2010**

The regular monthly meeting of the Library Board of Trustees was held on Monday, January 11, 2010, at 7:45 p.m., in the Bar Harbour building.

Present: Catherine R. Reilly, Vice Chairman
Gail K. Kubit, Secretary
John H. Laibach, Trustee
Patricia Page, Director
Maris Job, Assistant Director
Jody Brower, Secretary to the Director
Linda Masella, Principal Account Clerk

Absent: Rosemary Gensler, Chairman (with notice)
Anthony J. Demasco, Treasurer (with notice)

Ms. Reilly called the meeting to order at 7:51 p.m., and opened it with the Pledge of Allegiance to the Flag.

Approval of Board Meeting Minutes dated December 14, 2009, was tabled.

After consideration, on motion by Mr. Laibach, seconded by Mrs. Kubit, and carried, Monthly Treasurer's Report, dated December 31, 2009, balance \$500,565.46, was approved.

After consideration, on motion by Ms. Reilly, seconded by Mr. Laibach, and carried, Monthly Financial Report dated December 31, 2009, was approved.

After consideration, on motion by Mrs. Kubit, seconded by Ms. Reilly, and carried, Voucher No. 2106, dated December 7, 2009, \$400,000.00 (wire transfer), signed by Mr. Laibach, was approved.

After consideration, on motion by Mrs. Kubit, seconded by Ms. Reilly, and carried, Supplement No. 2 to Voucher No. 2106, dated December 15, 2009, \$63,817.39 (check nos. 23639-23684), signed by Mr. Laibach, was approved.

After consideration, on motion by Ms. Reilly, seconded by Mrs. Kubit, and carried, Supplement No. 3 to Voucher No. 2106, dated December 21, 2009, \$12,305.94 (check nos. 23685-23702), signed by Mr. Laibach, was approved.

After consideration, on motion by Mrs. Kubit, seconded by Ms. Reilly, and carried, Supplement No. 1 to Voucher No. 2108, dated December 23, 2009, \$5,931.34 (check nos. 23702-23705), signed by Mr. Laibach, was approved.

After consideration, on motion by Mr. Laibach, seconded by Ms. Reilly, and carried, Voucher No. 2109 dated December 31, 2009, \$17,933.33 (check nos. 23706-23732), signed by Mrs. Kubit, was approved.

Payroll Voucher No. 2107, dated December 15, 2009, \$116,350.594, wire transfer, signed by Ms. Reilly, was reviewed.

Payroll Voucher No. 2108, dated December 31, 2009, \$117,239.96, wire transfer, signed by Mrs. Kubit, was reviewed.

Director's Report

The Director's Report covering Communications, Personnel, Materials and Services, Public Relations, and Old Business, and Staff Report dated December, 2009 and Circulation Reports dated November & December, 2009 were reviewed. Copies are attached to these minutes.

I. Communications

A) The Board agreed that it was very nice of the architect for the proposed Bar Harbour parking lot entrance to reduce his bill since the Board declined to go forward with the project.

B) The Board asked Mrs. Page to have a distribution list of the e-mail addresses of our patrons set up.

II. Personnel

A) Use of the Library credit card has been restricted to Patricia Page, Maris Job, Linda Masella and Jody Brower.

III. Materials and Services

A) The Board agreed that the funds to be credited by the discontinuance of Recorded Books should be used toward books on CD.

IV. Public Relations

A) We will use a photo of the bride and groom who took pictures in the Bar Harbour Children's Room in an upcoming Newsletter.

V. Old Business

A) Mrs. Job will contact Alec Baldwin to determine when someone will be in his office to sign the registration for the Trailer. This transfer will eliminate any liability for the Library when the trailer is moved to the East End. Once the signed registration is received back at the Library,

arrangements will be made to tow the Trailer to a location designated by Mr. Baldwin.

After consideration, on motion by Mr. Laibach, seconded by Ms. Reilly and carried, the Board accepted the offer of \$12,500 for the truck. The transaction can be completed once the Trailer is removed from Library property.

VI. New Business

A) The Board asked that when a voucher includes a reimbursement of medical insurance to former employees, a copy of the bill be attached so the Board member can understand what cost(s) is being reimbursed.

B) A question arose about reimbursing former employees for Medicare payments. The matter was tabled until the full Board is present.

C) The Board members present at the meeting would like to discuss restructuring the Agenda at the next meeting where all Board members are present.

D) Mrs. Page advised that Lee Gundel will be having a Senior Gaming program an evening in April. He is working on a daytime one.

E) The Board requested that positions that have been unfilled for over a year be removed from the Staff Report and from the following year's budget. The example cited is the CA Page position currently shown on the Staff Report which has been vacant since 12/8/08.

F) Mrs. Kubit stated that she was not given prior notice of the date of the Holiday Breakfast for the staff from the Board, and requested that the Board be given advance notice of such events in the future. She also requested that she be contacted more often to approve vouchers and that her cell phone be called if there was no answer on her home phone.

On motion by Ms. Reilly, seconded by Mr. Laibach, and carried, the meeting was adjourned at 8:40 p.m.

The next Board of Trustees Regular Monthly Meeting will be held on Monday, February 8, 2010 at 7:45 p.m. at the Bar Harbour Library.

Catherine R Reilly, Vice Chairman

Gail K. Kubit, Secretary