

**MASSAPEQUA PUBLIC LIBRARY  
MINUTES  
REGULAR MONTHLY MEETING  
APRIL 6, 2009**

The regular monthly meeting of the Library Board of Trustees was held on Monday, April 6, 2009, at 7:45 p.m., in the Bar Harbour building.

Present:           Rosemary Gensler, Chairman  
                  Catherine R. Reilly, Vice Chairman  
                  Anthony J. Demasco, Treasurer  
                  Gail K. Kubit, Secretary  
                  John H. Laibach, Trustee  
                  Patricia Page, Director  
                  Maris Job, Assistant Director  
                  Linda Masella, Principal Account Clerk

Absent:            Jody Brower, Secretary to the Director (with notice)

Mrs. Gensler called the meeting to order at 7:50 p.m., and opened it with the Pledge of Allegiance to the Flag.

After consideration, on motion by Mr. Demasco, seconded by Mr. Laibach, and carried, Board Meeting Minutes dated March 9, 2009, were approved.

After consideration, on motion by Mrs. Gensler, seconded by Mr. Demasco, and carried, Monthly Treasurer's Report, dated March 31, 2009, balance \$462,927.40, was approved.

After consideration, on motion by Mr. Demasco, seconded by Mrs. Gensler, and carried, Monthly Financial Report dated March 31, 2009, was approved.

After consideration, on motion by Mr. Laibach, seconded by Ms. Reilly, and carried, Voucher No. 2070, dated March 5, 2009, \$23,046.36 (check nos. 22445-22490), signed by Mrs. Kubit, was approved.

After consideration, on motion by Mr. Demasco, seconded by Mr. Laibach, and carried, Supplement No. 1 to Voucher No. 2071, dated March 9, 2009, \$4,877.50 (check no. 22491), signed by Mrs. Kubit, was approved.

After consideration, on motion by Mrs. Gensler, seconded by Mrs. Kubit, and carried, Supplement No.1 to Voucher No. 2070, dated March 12, 2009, \$25,871.12 (check nos. 22492-22507), signed by Ms. Reilly, was approved.

After consideration, on motion by Mrs. Gensler, seconded by Ms. Reilly, and carried, Supplement No. 2 to Voucher No. 2070, dated March 19, 2009, \$62,863.92 (22508-22542), signed by Mrs. Kubit, was approved.

After consideration, on motion by Ms. Reilly, seconded by Mr. Laibach, and carried, Supplement No. 1 to Voucher No. 2072, dated March 30, 2009, \$6,904.64 (check nos. 22543-22545), signed by Mrs. Kubit, was approved.

After consideration, on motion by Mrs. Kubit, seconded by Mrs. Gensler, and carried, Voucher No. 2073, dated March 31, 2009, \$36,133.96 (check nos. 22546-22585), signed by Mr. Laibach, was approved.

Payroll Voucher No. 2071, dated March 15, 2009, \$110,590.73, wire transfer, signed by Mrs. Kubit, was reviewed.

Payroll Voucher No. 2072, dated March 31, 2009, \$117,592.80, wire transfer, signed by Mr. Laibach, was reviewed.

### **Director's Report**

The Director's Report covering Communications, Materials and Services, Buildings and Grounds, Staff Report dated March, 2009 and Circulation Report dated February, 2009 were reviewed. Copies are attached to these minutes.

#### **I. Communications**

A) Mr. Demasco and Mrs. Kubit were unable to contact actuaries regarding the GASB 45 requirement, but would follow-up. It was suggested that Mrs. Page contact the Massapequa School District and inquire who they use. Linda Masella was asked to contact Levy & Gold, our auditors, to inquire if the online calculator would be acceptable.

B) The Trustees reviewed the proposed 2009/2010 Budget. After a full discussion, Mrs. Gensler moved the approval of a budget of \$5,268,528.00, to be reduced by the application of estimated income from fines, other income, unexpended funds and revenues of \$307,400.00, leaving \$4,961,128.00 to be raised from taxes. The projected tax rate increase is estimated to be 0.89%. Ms Reilly seconded the motion for approval and the motion carried.

C) Linda Masella will e-mail the 2009/2010 budget to all Trustees along with a spread sheet of staff salaries and a compilation of the nine month receipt/expenses to date, with a projection for this year end.

D) The Board approved the Trustee message for the 2009/2010 Budget flyer.

E) The Board asked that a letter be sent to all retirees who are eligible for the \$2,200 medical insurance reimbursement, clarifying what the reimbursement does and does not include, effective January 1, 2009.

## II. Materials and Services

A) Ms. Reilly and Mrs. Kubit asked that Carol Santillo provide pricing for 4 year leasing of the computers and 3 year leasing for the printers for the computer leases coming up at Central Avenue for May and August. They also requested that this information be e-mailed to the Board as soon as possible so that final decisions can be made at the May 11<sup>th</sup> Board Meeting.

B) Peter Cirona reported to Mrs. Page that the first gaming session with the Young Adults at Bar Harbor was successful.

C) In an effort to reduce costs, Mrs. Page and Mrs. Job stated that they would consult with Reference about the possibility of dropping the New York Times on microfilm.

## III. Public Relations

A) The Board suggested that the video screens in the Library be utilized to advertise new services like the Playaways, MyLibraryDV, etc., as well as become more sophisticated with enhanced color presentations. Maris Job suggested that a “movie” be shown in the media room that explains how you can use such services as MyLibraryDV, etc.

B) Mrs. Gensler suggested that each month all “new” items, services, etc. be featured behind the Circulation Desks, and that articles be sent to the Massapequa Post to advertise such services.

## IV. New Business

A) Mrs. Kubit suggested that all the custodians have a cell phone so that they could be found quickly if needed in the Library. She will contact Verizon and Linda Masella will check with AT&T to see if we can add to our existing account.

B) The Board stated that the Library needs to become more active in obtaining patrons’ e-mail addresses. They suggested handing out postcards at check-out for the patrons to fill out and to have a box at both Circulation Desks to collect them. This information would allow us to inform our residents monthly about new things happening at the Library. They also discussed having signs made up to inform patrons how their e-mail addresses will be used to keep them apprised of Library “happenings”.

C) Ms. Reilly suggested that the Board needs to take ownership for new ideas presented at the Board Meetings.

D) The Board asked that we keep a log of public attendance at all our programs.

After consideration, on motion by Mrs. Kubit seconded by Mr. Laibach, and carried, the meeting was adjourned at 10:15 p.m.

The next Board of Trustees Regular Monthly Meeting and Budget Hearing will be held on Monday, May 11, 2009 at 7:45 p.m. at the BH Library.

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Rosemary Gensler, Chairman

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Gail Kubit, Secretary