

**MASSAPEQUA PUBLIC LIBRARY  
MINUTES  
REGULAR MONTHLY MEETING  
JULY 13, 2009**

The regular monthly meeting of the Library Board of Trustees was held on Monday, July 13, 2008, 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  
                  Jody Brower, Secretary to the Director

Mrs. Gensler called the meeting to order at 7:45 p.m., and opened it with the Pledge of Allegiance to the Flag.

After consideration, on motion by Mrs. Kubit, seconded by Mr. Demasco, and carried, Board Meeting Minutes dated June 8, 2009, were approved.

After consideration, on motion by Mr. Laibach, seconded by Ms. Reilly, and carried, Supplement No. 1 to Voucher No. 2083, dated June 10, 2009, \$4,627.50 (check no. 22857), signed by Mrs. Gensler, was approved.

After consideration, on motion by Mrs. Kubit, seconded by Mr. Laibach, and carried, Supplement No. 1 to Voucher No. 2082, dated June 11, 2009, \$31,362.55 (check nos. 22858-22877), signed by Mrs. Gensler, was approved.

After consideration, on motion by Mr. Demasco, seconded by Mrs. Gensler, and carried, Supplement No. 1 to Voucher No. 2084, dated June 23, 2009, \$6,900.93 (check nos. 22912-22914), signed by Mr. Laibach, was approved.

After consideration, on motion by Mrs. Gensler, seconded by Ms. Reilly, and carried, Supplement No. 2 to Voucher No. 2082, dated June 17, 2009, \$61,651.01 (check nos. 22878-22911), signed by Mr. Laibach, was approved.

After consideration, on motion by Mrs. Kubit, seconded by Mr. Laibach, and carried, Supplement No. 3 to Voucher No. 2082, dated June 26, 2009, \$48,169.82 (check nos. 22915-22951), signed by Ms. Reilly, was approved.

Payroll Voucher No.2083, dated June 15, 2009, \$114,745.65, wire transfer, signed by Mrs. Gensler, was reviewed.

Payroll Voucher No.2084, dated June 30, 2009, \$113,851.20, wire transfer, signed by Mr. Laibach, was reviewed.

### **Director's Report**

The Director's Report covering Communications, Personnel, and Building and Grounds, Materials and Services and Public Relations, and Staff Report dated May, 2009, were reviewed. Copies are attached to these minutes.

#### **I. Communications**

A) Mrs. Gensler would like us to have a daytime book discussion and an evening discussion for the Banned Book discussion.

B) The Board would like Mrs. Page to contact Brenda Giovanneillo of ALIS to find out why all 6 spots for the RFID wasn't by lottery; who was in the lottery; how was the lottery conducted. They would like her to indicate their disappointment in not being chosen. The Massapequa Public Library gives them a lot of financial support and the Board was very disappointed that Massapequa wasn't chosen. They would like a response in writing.

C) The Board members declined to join NCLA at this time.

D) After consideration, on motion by Mrs. Gensler, seconded by Ms. Reilly, and carried, the Board declared the Book Trailer surplus property of no value.

Maris Job will contact Alec Baldwin to see if he is still interested in it. She should advise him that he cannot drive it off the property and the Library name must be covered during transport.

E) The Board would like a sign at the Circulation Desks facing patrons asking for their e-mail address. Also, the Board would like a note at the Desks for the staff directing them to ask patrons for their e-mail addresses and entering it while their record is up.

#### **II. Personnel**

A) The Board would like the Library attorney to write a letter to Paychex putting them on notice that we will be looking to them to pay any fees incurred by the staff for their payroll error.

### **III. Building and Grounds**

A) After consideration, on motion by Mr. Demasco, seconded by Mr. Laibach, and carried, the Board approved getting walkie-talkies for the Custodians instead of cell phones.

C) We are awaiting a proposal and sketches from the architect for the proposed Bar Harbour building entrance from the parking lot.

### **IV. Materials and Services**

A) The Board decided to keep My Library DV for another year.

In the future, when contracts like this are coming up for renewal, the Board would like usage statistics 2 or 3 months before the contract is due.

B) Lisa Quinn and Nancy Downey will be attending a meeting on Overdrive Downloadable Books.

C) After consideration, on motion by Ms. Reilly, seconded by Mr. Demasco, and carried, the Board approved purchasing Intrepid Museum library passes for each building.

D) The Board directed that the Custodians should deliver the books to homebound patrons. Due to the insurance liability, Lee Gundel is to stop delivering the books immediately.

A discussion was held regarding the workings of the home bound patron service. The Board directed that Pat Page and Maris Job submit something to them in writing by the end of July outlining what work the Trailer staff would do as of August 1<sup>st</sup>, and how they would like to see the home bound patron service run.

### **V. Public Relations**

A) Jody Brower will call Printcom to see if they can get us a better price on the green bags we ordered from them.

B) The Board preferred the bookmark from 2008, but they would like something regarding 9/11 printed on them.

### **VI. New Business**

A) A copy of Mrs. Gensler's proposed response to the Massapequa Post article will be held in the Business Office. Copies will be forwarded to the other Board members.

B) The Board would like ideas from the Trailer staff on how to celebrate all the years of service of the Trailer.

C) After consideration, on motion by Mrs. Gensler, seconded by Ms. Reilly, and carried, the Board approved giving Scott Steinke a \$50 gift card for taking the photos of both Library buildings. The Board would like to see some photos of Bar Harbour with the flowers in bloom.

On motion by Mrs. Kubit, seconded by Ms Reilly, and carried, the meeting was adjourned to Executive Session at 9:15 p.m.

The public meeting was reconvened at 9:30 p.m. There being no further action to take, on motion by Ms Reilly, seconded by Mr. Laibach, and carried, the meeting was adjourned at 9:30 pm.

The next Board of Trustees Regular Monthly Meeting and Annual Reorganization Meeting will be held on Monday, August 10, 2009 at 7:45 p.m. at the BH Library.

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Rosemary Gensler, Chairman

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Gail Kubit, Secretary