

**SACHEM PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MARCH 18, 2013
7:00 P.M.**

The regular meeting of Schem Public Library Board of Trustees was attended by Marguerite Barone, Dennis Flavin, Diane Longo, Robert Winowitch, Judy Willner, Carol Brand and Dona Giordano.

The meeting was called to order at 7:20 p.m.

The meeting began with the salute to the flag.

Carol Paulsen, Board President, informed the trustees that she would not be available for the March 18, 2013 Board meeting and was formally excused.

Minutes

The minutes of the Board meeting of February 14, 2013 were approved. (Barone, Longo; unanimous)

Payroll and Related Expenses

The Payroll and Related Expenses for February, 2013 in the amount of \$503,328.81 was approved. (Longo Winowitch; unanimous)

Warrant #28 dated February 14, 2013 in the amount of \$83,488.18 was approved. (Winowitch, Barone; unanimous)

Warrant #30 dated February 28, 2013 in the amount of \$25,096.54 was approved. (Longo, Barone; unanimous)

Treasurer's Report

The Treasurer's Report for February, 2013 in the amount of \$5,729,252.95 was approved. (Barone, Winowitch; unanimous)

Schedule of Bills

Trustee, Marguerite Barone, reviewed the March 18, 2013 Schedule of Bills before being presented to the Board for their approval.

The March 18, 2013 Schedule of Bills, Warrant #29, in the amount of \$204,659.64 was approved. (Barone, Longo; unanimous)

Administrator's Reports

The Board reviewed each of the Administrator's Reports with interest.

To her report Mrs. Willner added the following:

Trustees, Dennis Flavin, Carol Paulsen, Marguerite Barone and Mrs. Willner spent two days in Albany participating in Library Advocacy Day activities. Mrs. Willner thanked the trustees for attending these activities. We all came away with a better understanding of the climate in Albany. There was hope that the state budget would be passed by the end of the week.

The Teen Advanced Battle of the Books was held this past weekend in Brentwood. All who participated worked very hard to prepare for the event and had a wonderful time.

After receiving two proposals for work to be done on the parking lot, we will have to revisit and review the options. It is unlikely that there will be New York State Construction Grant money available for this project.

Mrs. Willner attended the first of two scheduled meetings to evaluate the RFI's for the Next Generation Library System.

Mrs. Willner thanked the Board for attending the Staff Recognition Meeting/Luncheon.

Mrs. Brand reviewed the tax form statistics and tax services offered by the Library. Mrs. Brand also gave the statistics on taxes from the Library business point of view which include W-2's, direct deposit, Flexible Spending plan and pre-tax and/or after tax retirement saving plans.

Department Reports

The Board reviewed all the department statistics with interest. Statistics appear to be down, probably due to the inclement weather.

Old Business

The Budget Vote and Trustee Election will be held on Tuesday, April 9, 2013, 9:30 a.m. to 9:00 p.m. Marguerite Barone is running unopposed for re-election.

Mrs. Willner gave an update on the Children's Room renovations.

More carpet samples have been received; a decision on the carpeting should be made by the end of the week.

The upcoming negotiations update will be discussed in Executive Session.

New Business

On the director's recommendation the Board awarded the contract for Library Security to Simaren Corp., dba Wisdom Protective Services, 120-34 Queens Blvd., Suite 225, Kew Gardens, NY 11415, for the period of April 1, 2013 through March 31, 2016, the lowest bidder. (Winowitch, Barone; unanimous)

The Board approved the attendance of Marybeth Kozikowski at the YSS conference in Rochester, New York, May 15-16, 2013. As a member of ALA's Arbuthnot Award Selection Committee, Ms. Kozikowski will take part in the presentation of this award. The Board also approved the attendance of Marybeth Kozikowski at the Annual American Library Conference, to be held in Chicago, June 27-July 2, 2013. Ms. Kozikowski will be attending meetings of the Arbuthnot Award Selection Committee and will be replacing Judith Willner who was previously approved for the conference attendance and who will not be able to attend. (Barone, Longo; unanimous)

The Board approved the attendance of Lynne Kennedy, Lauren Gilbert, Alan Schelp and Andrew Bollerman at the 28th Annual Computers in Libraries Conference, Washington, D.C., April 8-10, 2013. (Winowitch, Barone; unanimous)

The Board approved the Designated Spaces Policy. (Barone, Longo; unanimous)

The Board approved the Library's 2012 Report to New York State for Public and Association Libraries. (Winowitch, Barone; unanimous)

The Personnel Report was approved. (Longo, Winowitch; unanimous)

The Long Island Library Conference will be held on Thursday, May 2, 2013 at the Melville Marriott. Trustees, Carol Paulsen, Marguerite Barone, Dennis Flavin, Diane Longo and Robert Winowitch will be attending.

The next Board Meeting will be held on Monday, April 15, 2013 at 7:00 p.m.

Marguerite Barone indicated that she would not be available for the April 15, 2013 Board of Trustees Meeting.

The Board adjourned to Executive Session at 7:54 p.m. to review the Unit Contracts. (Barone, Winowitch; unanimous)

Regular Session resumed at 9:01 p.m.

Adjournment

The meeting was adjourned at 9:02 p.m.

Respectfully submitted,

Robert Winowitch