

Gold Coast Public Library District
Board of Trustees
Regular Meeting
Wednesday, December 18, 2013
7:00 pm
Library Annex

Present: Trustees Benchimol, Glassman, Henneberger, Kempton, Palermo, Ryba, Sibell; Library Director Morea

I. Call to Order - Board President Benchimol called the meeting to order at 7:08 pm.

II. Approval of Minutes – November 20, 2013

Motion to approve minutes as written: Trustee Ryba

Second: Trustee Henneberger

Unanimous vote to approve by trustees present at November 20 meeting

III. Treasurer's Report

Approval of warrants:

Warrant checks #7077-#7031 dated 12/18/2013 in the amount of \$41,106.22

P/R#13-24 \$ 27,222.31

P/R#13-25 \$ 27,690.89

Motion to approve: Trustee Ryba

Second: Trustee Glassman

Unanimous vote to approve

Approval of financial reports:

Motion to approve: Trustee Glassman

Second: Trustee Ryba

Unanimous vote to approve

Motion to raise the amount of money transferred monthly from the operating account to the payroll account from \$ 60,000 to \$ 65,000, and to make a one- time transfer of \$ 10,000 into the payroll account to cover payroll expenses.

Motion: Trustee Ryba

Second: Trustee Glassman

Unanimous vote to approve

IV. President's Report – Farewell to Trustee Glassman

Report of NLS meeting of 12/2/13

Discussion of Board meeting dates for 2014

V. Director's Report – see attached

Thank you from staff for luncheon

Discussion of parking situation

Elevator parts anticipated arrival (from Spain)

Discussion of curb cut for handicapped

Positive response to dogs as buddy readers class – wait list

VI. Committee Reports

- a. Long Range Plan Committee – to be presented at January board meeting

VII. Public Comment – none

VIII. Old Business

- a. Discussion of Draft Digital Video Security Camera Policy
Motion to approve Digital Video Security Camera Policy: Trustee Sibell
Second: Trustee Glassman
Unanimous vote to approve
- b. Discussion of Draft Electronic Device Circulation Policy (Tablets)
Motion to approve the Electronic Device Circulation Policy: Trustee Palermo
Second: Trustee Glassman
Unanimous vote to approve
- c. Discussion of GCPL Borrowing Policy with respect to Claims Returned
Motion to approve the GCPL Borrowing Policy with respect to Claims Returned:
Trustee Glassman
Second: Trustee Henneberger
Unanimous vote to approve
- d. Review of Focus 2013

IX. New Business

- a. Discussion of Library Cleaning Service
Motion to change cleaning services to Molly Maids as of Jan. 1, 2014: Trustee Palermo
Second: Trustee Glassman
Ayes: Trustees Benchimol, Glassman, Henneberger, Kempton, Palermo, Ryba
Abstention: Trustee Sibell
Motion passed
- b. Discussion of Security System for Library Portion of the Annex – action at Jan. meeting
- c. Anticipate motion to enter Executive Session for reasons of a personnel matter and a real estate matter.
Motion to enter Executive Session at 8:27 pm: Trustee Sibell
Second: Trustee Palermo
Unanimous vote to enter

Out of Executive Session at 10:05 pm

Motion to approve a 2.5% salary increase for library staff and Director.
Exceptions: Library staff making less than \$8 per hour, raised to new minimum wage of \$8 per hour – Library Page Ryan Spaeth will be paid \$ 8.50 per hour.
Library Director Morea to receive a one-time payment of \$926.75, and a \$50 monthly reimbursement for cell phone expenses.

Motion: Trustee Sibell

Second: Trustee Palermo

Unanimous vote to approve

Motion to engage the services of a real estate appraiser: Trustee Palermo

Second: Trustee Glassman

Unanimous vote to approve

X. Adjournment – The meeting was adjourned at 10:15 pm.

Respectfully submitted,

Amy Kempton, secretary