

Gold Coast Public Library District  
Board of Trustees Meeting  
Wednesday, Jan.20, 2016  
7:00 PM  
Library Annex

Present: Trustees Benchimol, Bernesby, Henneberger, Hertlein, Kempton, Kupferman, Palermo, Ryba; Library Director Morea

Absent: Trustee Papiro (excused)

I. Reorganizational Meeting – Call to Order

Library Director Morea called the meeting to order at 7:06 PM.

a. Oath of Office

Library Director Morea administered the Oath of Office to Trustee elects:  
Craig Henneberger (one year), Rudolph Hertlein and Nancy Benchimol  
Trustee elect Papiro absent

*Please Note: Official Oath of Office cards were signed and notarized prior to the meeting and submitted to the Town of Oyster Bay, Town of North Hempstead, and Nassau County.*

b. Election of Officers for 2016

President: Trustee Benchimol  
Nomination: Trustee Hertlein  
Second: Trustee Henneberger  
Yes: Trustees: Bernesby, Henneberger, Kempton, Kupferman, Palermo, Ryba,  
Abstention: Trustee Hertlein, Benchimol

Vice President: Trustee Ryba  
Nomination: Trustee Kempton  
Second: Trustee Kupferman  
Yes: Trustees Benchimol, Bernesby, Henneberger, Kempton, Kupferman, Palermo,  
Abstention: Trustee Hertlein, Ryba

Treasurer: Trustee Palermo  
Nomination: Trustee Hertlein  
Second: Trustee Kupferman  
Abstention: Trustee Palermo

Secretary: Trustee Kempton

Nomination: Trustee Hertlein  
Second: Trustee Ryba  
Abstention: Trustee Kempton

- c. Establish Calendar of meetings for 2016 – see attached

Motion to establish: Trustee Henneberger  
Second: Trustee Kupferman  
Unanimous vote to establish calendar

- d. Establish Library Holidays/Closings for 2016 – see attached

Motion to establish: Trustee Bernesby  
Second: Trustee Ryba  
Unanimous vote to establish

- e. Adopt existing by-laws and library policies

Motion to adopt: Trustee Kupferman  
Second: Trustee Henneberger  
Yes: Trustees Benchimol, Bernesby, Henneberger, Kempton, Kupferman, Palermo, Ryba  
Abstention: Trustee Hertlein (Objection to changes made concerning election of trustees, officers)

- f. Adopt existing personnel policies

Motion to adopt: Trustee Bernesby  
Second: Trustee Palermo  
Unanimous vote to adopt

- g. Adopt Budget and salary ranges

Motion to adopt: Trustee Henneberger  
Second: Trustee Bernesby  
Unanimous vote to adopt

- h. Approve bonding of the Treasurer

Motion to approve: Trustee Bernesby  
Second: Trustee Henneberger  
Unanimous vote to approve

- i. Appoint Committees

Trustees to indicate preferences for committee assignments to President Benchimol

- j. Designation of media outlet for legal notices – Newsday
- k. Designation of library counsel on a non-retainer basis – Jaspan Schlesinger
- l. Designation of auditor - Baldessari & Coster
- m. Designation of banks – First National of LI & TD Band
- n. Designation of Insurance Agency – Montana Agency

Motion to approve j, k, l, m, n: Trustee Hertlein

Second: Trustee Henneberger

Unanimous vote to approve

- o. Appoint signatories of checks (band officers)
- p. Approve payment of rent, utilities, health insurance, credit card
- q. Appoint certifier of payroll for Civil Service – Board President Benchimol
- r. Appoint Records Access Officer – Margaret Dayre
- s. Appoint Purchasing Agent – Merrily Glaviano
- t. Establish amount to be held in petty cash - \$ 300
- u. Adopt IRS standard mileage rate - \$.54

Motion to approve o,p,q,r,s,t,u: Trustee Kupferman

Second: Trustee Ryba

Unanimous vote to approve

II. Adjourn Re-organizational meeting

The Re-organizational meeting was adjourned at 7:50 PM.

III. Call to Order

President Benchimol called the meeting to order at 7:53 PM.

IV. Pledge of Allegiance

V. Approval of Minutes – December 16, 2015

Motion to approve minutes as amended: Trustee Kupferman

Second: Trustee Palermo

Yes: Trustees Benchimol, Bernesby, Henneberger, Kempton, Kupferman,

Palermo, Ryba

Abstention: Trustee Hertlein

VI. Treasurer's Report

Approval of warrant

Checks # 8623-8679 dated 1/20/16 in the amount of \$ 52,612.66

P/R #15-26 in the amount of \$ 26,549.46  
P/R #16-01A in the amount of \$25,414.23  
P/R #16-01B in the amount of \$ 9,837.78  
P/R #16-02 in the amount of \$ 26,371.92

*All items on these warrants (and the invoices with other documentation) were reviewed by a quorum of the Board, including the Board President and the Treasurer, as well as the Gold Coast Public Library Director prior to this meeting.*

Motion to approve: Trustee Palermo  
Second: Trustee Kupferman  
Unanimous vote to approve

Approval of financial reports  
Motion: Trustee Palermo  
Second: Trustee Henneberger

Trustee Palermo reported that a Certificate reached maturity in the amount of \$ 186,600.04 and was transferred into the Library's Operating Account in Order to fund the Library's operation until receipt of the first half of 2016 taxes in late February.

VII. President's Report

Thank you from staff for holiday luncheon  
Edible arrangement sent from trustees to the Morea's on father-in-law's passing

VIII. Director's Report

Introduction to Important Document and Policy Manual  
Will attend Public Library Association Conference in April in Denver  
Webinar: Library space

IX. Committee Reports – none

X. Public Comment – none

XI. Old Business

- a. (Action) Salary Adjustments to meet new NYS minimum wage.  
Resolution: To raise the salaries of all staff making less than \$ 9 per hour to the new NYS minimum wage of \$ 9 per hour.  
Resolution: Trustee Palermo

Second: Trustee Henneberger  
Unanimous vote to approve

- b. Modification to Library Bylaws with regards to a Board vacancy of More than 1 year  
Tabled until February meeting

XII. New Business

- a. Discussion of Focus 2016
- b. ALIS and NLS
- c. Clean up of obsolete policies

Motion to rescind Lost and Paid Items Policy and Borrowing Policy as they are covered by other more recent policies.

Motion: Trustee Palermo

Second: Trustee Ryba

Unanimous vote to rescind

- d. Action to Excess Equipment (Broken Sony BDP-BX18 Blu-Ray Player) and Oreck vacuum cleaner model XL2100RH serial number 2100R0344)

Motion to excess: Trustee Bernesby

Second: Trustee Kupferman

Unanimous vote to excess

XIII. Adjournment

Motion to adjourn meeting at 9:05 PM: Trustee Palermo

Second: Trustee Kupferman

Unanimous vote to adjourn

Respectfully submitted,

Amy Kempton, Secretary

