

Gold Coast Public Library District
Board of Trustees
Regular Meeting
Wednesday, Dec. 21, 2016
7:00 PM
Library Annex

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

Absent & excused: Trustee Kupferman

Absent & unexcused: Trustees Hertlein, Papiro

I. Call to order

Board President Benchimol called the meeting to order at 7:20 PM.

II. Pledge of Allegiance

III. Approval of Minutes – Nov. 16, 2016

Motion to approve minutes as written: Trustee Bernesby

Second: Trustee Ryba

Unanimous vote to approve

IV. Treasurer's Report

Approval of warrant

Checks # 9361-9413 dated 12/21/16 in the amount of \$ 57,042.68

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

Payroll warrant 16-24 in the amount of \$25,317.58

Payroll warrant 16-25 in the amount of \$27,252.39

There was no capital fund warrant this month.

Motion to approve warrants: Trustee Palermo

Second: Trustee Ryba

Unanimous vote to approve

Approval of Financial Reports

Motion to approve: Trustee Palermo

Second: Trustee Bernesby

Unanimous vote to approve

Motion: To move \$ 15,000 from the operating account to the payroll account on 12/21/16

Motion: Trustee Palermo

Second: Trustee Ryba

Unanimous vote to approve

V. President's Report

Staff Holiday Luncheon

Thank you from GCPL staff member Mary Rooney Birk for board support during her recent illness

Thank you to Trustee Henneberger for filling the unexpired portion of the term of Trustee Kevin Kelly who resigned

Thank you to board members who covered duties of absentee trustees in 2016

Organizational Meeting on Jan. 18, 2017.

VI. Director's Report – see attached

VII. Committee Reports – none

VIII. Public Comment – none

IX. Old Business

a. Purchase of new DVD Shelving for back of Library Reference Room

Motion: To encumber \$ 9,000 from the 2016 budget line item for furniture/equipment for use in purchasing new DVD Shelving for the back of the Library Reference Room in 2017.

Motion: Trustee Ryba

Second: Trustee Henneberger

Unanimous vote to approve

b. Change to personnel policy regarding use of carryover vacation time

Motion to change date of expiration of carryover vacation time to September 1.

Motion: Trustee Bernesby

Second: Trustee Palermo

Unanimous vote to approve

c. Review of Focus 2016

d. Audit 2016

Motion: To approve contract with the accounting firm, Baldassari & Koster to perform the GCPLD 2016 audit at a cost not to exceed \$ 8,900.

Motion: Trustee Henneberger

Second: Trustee Bernesby

Unanimous vote to approve

X. New Business

- a. Repairs to Fujitsu HVAC units in the Library.
Motion: To approve the expenditure of \$ 2,298 for repairs
Motion: Trustee Ryba
Second: Trustee Henneberger
Unanimous vote to approve
- b. Vote on 2017-2018 Member Library Support Proposal from the Nassau Library System.
Motion: To provide monetary support to NLS with \$ 10,200 in 2017 and \$ 10,745 in 2018.
Motion: Trustee Ryba
Second: Trustee Palermo
Unanimous vote to approve
- Motion to re-elect incumbent candidate from area 9 and elect the nominee from area 2 that will be selected at a meeting on 1/18/17
Motion: Trustee Henneberger
Second: Trustee Bernesby
Unanimous vote to approve
- c. Anticipate Entering an Executive Session to discuss matters of personnel
Motion to enter executive session at 8:25 PM: Trustee Henneberger
Second: Trustee Bernesby
Unanimous vote to enter
- Out of Executive Session at 9:15 PM
Motion: Trustee Bernesby
Second: Trustee Ryba
Unanimous vote to exit
- Motion to approve staff salaries for 2017 as follows;
Library Director: \$105,000 base pay; \$ 6,500 bonus
For employees hired before 10/1/16:
All staff making less than \$ 10 per hour to be increased to \$ 10 per hour for 2017 (increase in minimum wage);
Full time staff to receive a 1.5% increase. Full time staff making less than \$ 58,000 per year to receive an additional \$ 1,000 to base pay.
Part time staff making less than \$ 31 per hour to receive a 2% increase- all others receive a 1% increase.
One time salary adjustment to part time librarian Deborah Kinirons to \$ 27 per hour
One time salary adjustment to part time librarian trainee Stacey Kaloudis to \$ 20 per hour
One time salary adjustment to part time senior account clerk Merrily Glaviano to \$ 31.32 per hour. Hours to be capped at half time (910 hours per year inclusive leave time.
No increase for staff classified as substitute.
Part time senior account clerk Merrily Glaviano to receive an additional 76 hours of leave time in 2017 (for a total of 100). Hours to be accrued at a rate

of 25 hours per quarter. 25 hours may be carried over at the end of the year, any additional unused hours to be forfeited.

Motion: To approve all salaries for 2017: Trustee Bernesby

Second: Trustee Henneberger

Unanimous vote to approve.

XI. Adjournment

The meeting was adjourned at 9:20 PM.

Respectfully submitted,

Amy Kempton, secretary