Island Trees Public Library
Board of Trustees Meeting Minutes
July 26, 2016

IN ATTENDANCE:
John Mikulin, Trustee
Ann Harris, Trustee
Gerry Schmotzer, Trustee
Bill Fitzgerald, Trustee
Michele Vaccarelli, Director
Sal Rinaldi, Treasurer
Chris Ostuni, I.T.P.L. Attorney

ABSENT:
Ann L. Boiallis, Board Secretary

CALL TO ORDER:
John Mikulin called the meeting to order at 7:34pm.

PLEDGE OF ALLEGIANCE:
Pledge of Allegiance was recited.

REORGANIZATION AND NOMINATION OF OFFICERS FOR 2016-2017:
John Mikulin asks for nomination of officers for the fiscal year 2016-2017:

1. **President nomination:**
Gerry Schmotzer nominates John Mikulin for President. Bill Fitzgerald seconded the motion. All in favor. Motion carries unanimous.

2. **Vice President nomination:**
John Mikulin nominates Gerry Schmotzer for Vice President. Bill Fitzgerald seconded the motion. All in favor. Motion carries unanimous.

3. **Nominations for Secretary:**
Unfilled.

4. **Library’s Accountant -- Motion:**
John Mikulin makes a motion to retain Nawrocki & Smith as the library’s accountant. Bill Fitzgerald seconded the motion. All in favor. Motion carries unanimous.
5. **Library’s Attorney Motion:**
Bill Fitzgerald makes a motion to appoint Chris Ostuni, as the library’s attorneys. Gerry Schmotzer seconded the motion. All in favor. Motion carries unanimous.

6. **Library’s Newspaper Motion:**
John Mikulin makes a motion to retain the Levittown Tribune and Bethpage Tribune as the library's official newspapers. Gerry Schmotzer seconded the motion. All in favor. Motion carries unanimous.

7. **Library’s Monthly Board Meetings time and date Motion:**
John Mikulin makes a motion to hold the library’s monthly Board meetings as scheduled for 2016-2017 on June 28, 2016. Ann Harris seconded the motion. All in favor. Motion carries unanimous.

**Board Meeting Dates 2016 – 2017:**
- Tuesday, July 26, 2016 @ 7:30pm
- Tuesday, August 23, 2016 @ 7:30pm
- Friday, September 23, 2016 at 7:30pm
- Tuesday, October 25, 2016 @ 7:30pm
- Friday, November 18, 2016 @ 7:30pm
- Friday, December 16, 2016 @ 7:30pm
- Saturday, January 14, 2017 @ 1:00pm - Board Meeting / Budget Work Session
- Friday, February 24, 2017 @ 7:30pm
- Friday, March 31, 2017 @ 7:30pm
- Tuesday, April 4, 2017 @ 7:30pm - Board Meeting / Budget Hearing
- Tuesday, April 18, 2017 - Budget Vote 1-9pm
- Tuesday, May 23, 2017 @ 7:30pm
- Tuesday, June 27, 2017 @ 7:30pm

8. **Library’s Board Secretary Motion:**
Bill Fitzgerald makes a motion to retain Ann Boiallis as the Board Secretary for the Board. Gerry Schmotzer seconded the motion. All in favor. Motion carries unanimous.

**(CONTINUE WITH REMAINDER OF MEETING AGENDA)**

**APPROVAL OF MINUTES:**
These minutes represent a summary transcription of the topics and conversations that occurred at the ITPL Board of Trustees meeting.

John Mikulin asked for a Motion to accept the Minutes of June 28, 2016. Ann Harris made a Motion to accept the June 28, 2016 Board of Trustees Meeting Minutes, as written. All in favor. Unanimous.
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APPROVAL OF WARRANT:
John Mikulin asked for a Motion to accept Warrant #576 for check numbers 12456 – 12525 in the amount of $43,558.76, and Addendum # 576 for check numbers 12526 – 12542 in the amount of $3,377.14 for a total of $46,935.90. Bill Fitzgerald seconded the Motion. All in favor. Unanimous.

DIRECTOR’S REPORT:

Back to School Health Fair:
The Back to School Health Fair will take place Saturday, August 20th from 1:30pm-3:30pm, weather permitting on our lawn, if not the school district will work with us for the use of the gymnasium. The event will be sponsored by United Healthcare & Emblem Health. Both companies will provide some entertainment for children, such as a face painter and bouncy. United Healthcare will reimburse the library for a bouncy rental in the amount of $250.00.

Barracuda Instant Replacement (warranty):
This is Barracuda’s version of an extended warranty. In the event of a failure, this will include overnight disaster recovery. In addition, if the library has this subscription for 4 consecutive years and nothing goes wrong with the box, Barracuda will send us brand new hardware at no additional cost. This new hardware will be the latest and greatest platform for the same model. (both subscriptions need to be synced).

John Mikulin made a Motion to enter into a 3 year contract with Barracuda Instant Replacement for the purchase of a warranty for $1,149.00. Ann Harris seconded the Motion. All in favor. Unanimous.

Read to Dogs Program:
A donation of books was made to the Town of Hempstead for the Read to Dogs Program.

Motion to accept the donations of discarded books to the Town of Hempstead. Motion was made by Gerry Schmotzer. Bill Fitzgerald seconded the Motion. All in favor. Unanimous.
DIRECTOR’S REPORT - Continued:

Announcement of 2 new databases

- ALLDATA Repair®:
ALLDATA Repair® delivers factory-correct repair information that’s never edited or redrawn. ALLDATA Repair® is the leading single source of OE (original equipment manufacturer) diagnostic and repair information. Trusted by more than 80,000+ shops across North America, ALLDATA Repair® is always ready, always up to date. ALLDATA Repair® may only be accessed in the library.

-BRAIN IQ:
This is a new eResource that improves brain health and offers multiple exercises to improve brain functions.

Reference Department is working on ways to promote new databases as well as our existing ones.

Friends of the Library:
The "Friends of the Library" are looking into new ways to fundraise and promote library services. They are considering a “Medium” as a Program to fundraise. Michele asked the Board of Trustees if this was okay, the response was positive.

ALIS (Automated Library Information System) / NLS (Nassau Library System):
An email sent by Debbie Podolski, Chair of the ALIS Executive Board, reported the receipt of 38 resolutions received (RE: vote on the dissolution of ALIS and transfer to NLS). There were 37 resolutions in favor and 1 resolution opposed. They have 2/3 of the votes needed to go ahead with the dissolution of ALIS (transfer of services, staff, assets and liabilities of ALIS to NLS).

Bill Fitzgerald moved the Approval of the Library Director to vote on the Board's behalf at the morning meeting of the Directors of ALIS Member Libraries on Thursday, September 15, 2016. This Motion was seconded by Ann Harris. All in favor. Unanimous.

John Mikulin moved that upon due consideration of the proposed amendment to the ALIS By-laws and the proposed Plan of Dissolution of the ALIS Corporation, the Board voted in favor of these proposals. This Motion was seconded by Gerry Schmotzer. All in favor. Unanimous.

Christmas Eve 2016:
Michele brought to the Board’s attention that Christmas Eve falls on a Saturday, and that she would like to propose to the Board the Library closing by 1:00pm. Gerry Schmotzer made a Motion to close at 1:00pm on Saturday, December 24, 2016. This Motion was seconded by Bill Fitzgerald. All in favor. Unanimous.
CORRESPONDENCE:
None

UNFINISHED BUSINESS:

Resource Sharing Code (NLS): - WORK IN PROCESS
Director, Michele stated to the Board that she has yet to receive the draft for the new Resource Sharing Code from Jackie Thresher. Once this has been received Michele will share the information with the Board. Also it was stated that once the meeting date has been announced pertaining to the Resource Sharing Code, a Board Member will be needed to go to the meeting with Michele.

Friends of the Library: - WORK IN PROCESS
The week of October 16 – 22, 2016 is National Friends Week. On October 22nd from 2:30pm – 3:30pm the Friends of the Library will be holding a chocolate contest called “Chocolate Friendzy”. The Friends of the Library are looking for people to participate in this event by making chocolate items (no nuts allowed in entry). Deadline for entries will be October 5, 2016. There must be at least 5 entries submitted to have this event take place. Michele V. asked the Board for volunteers for judging the chocolate entries. Tasting will be from 2:30pm to 3:30pm with winners being announced at 4:00pm. Jerry Schmotzer volunteered to be a judge at this event. The Public will be judging for the “People’s Choice Award”.

PUBLIC:
Rene asked if any thought to replace the open Trustee seat of Howard Taylor? John M. stated not at this time since Howard just passed.

NEW BUSINESS:

Back to School Health Fair: WORK IN PROCESS
The Back to School Health Fair will take place Saturday, August 20th from 1:30pm-3:30pm, weather permitting on our lawn, if not the school district will work with us for the use of the gymnasium. The event will be sponsored by United Healthcare & Emblem Health. Both companies will provide some entertainment for children, such as a face painter and bouncy. United Healthcare will reimburse the library for a bouncy rental in the amount of $250.00. (Prior Minutes: Michele V. stated that we will be having a Health Fair (Back to School Health Fair), of which United HealthCare and Emblem will be financially supporting this Fair, to be held on August 20th. Yesenia Torres (Marketplace Facilitated Enroller with United HealthCare) state she would like to be able to have a table in the Community Room and speak with patrons regarding insurance options available to them. If this is agreeable with our Library, she will have this meeting on a different date then the Health Fair. Discussion centered on the feasibility of allowing Ms. Torres to promote her business. It was stated if there was a Health Fare, and she received a commission from the Health Fare, and if everyone else was given the chance to solicit their business, then that is a different story. Michele is to ask Yesenia Torres if she will be receiving a commission on those patrons she signs up. An option suggested, was that Ms. Torres give out her business card at the Health Fair, and suggests to the patron that if they are interested in what she has to offer they call her directly.)
ADOJURNMENT TO EXECUTIVE SESSION:
John Mikulin asked for a Motion. Bill Fitzgerald made a Motion at 7:50 pm to adjourn the Meeting to go into Executive Session for the purpose of personnel matters and contract negotiations. Ann Harris seconded the Motion. All in favor. Unanimous.

I.T.P.L. BOARD OF TRUSTEES RETURN TO REGULAR SESSION:
The Board returned from Executive Session at 8:30 pm. The following voting took place out of Executive Session:

John Mikulin made a Motion to accept a 3 year contract for Computer Support / Technician with Michael Candelaria at a rate of $50/hr (which is an extension of his contract). Bill Fitzgerald seconded the Motion. All in favor. Unanimous.

OFFICIAL OATH OF OFFICE:
Juliet Feeley swore in the following Trustee:
Gerry Schmotzer as Vice President. Congratulations Gerry!!!

ADOJURNMENT:
John Mikulin asked for a Motion. Jerry Schmotzer made a Motion to adjourn the June 28, 2016 Board Meeting. Ann Harris seconded the Motion. All in favor. Unanimous. Meeting adjourned at 8:35pm.

The next Island Trees Public Library Board Meeting will be held on Friday, August 19, 2016 at 7:30pm.

Respectfully submitted,

Ann L. Boiallis

Secretary to the Board of Trustees

/alb