The regular meeting of the Board of Trustees of the Bellmore Memorial Library was called to order on Wednesday, June 19, 2013 at 7:10 PM by President Emily Schreiber.

Members present were Wendy Forgash, Karolyn Hertzberg, Roberta Newman and Emily Schreiber. Robert Botwin was absent with prior notice. Director Maureen Garvey was also present.

The Minutes of the May 15, 2013 meeting were read and approved unanimously on a motion by Roberta Newman and seconded by Karolyn Hertzberg.

As requested by the Board of Trustees, Gary Hertzan, the Certified Public Accountant for the Bellmore Memorial Library, addressed the Board and a discussion of the Financial Report ensued.

The Financial Report for May 31, 2013 was read and approved unanimously on a motion by Emily Schreiber and seconded by Wendy Forgash.

The bills for the month of May 2013 in the amount of $62,574.98 were unanimously approved. Payrolls for the two weeks ended May 9, 2013 in the amount of $53,164.35 and for the two weeks ended May 23, 2013 in the amount of $50,765.42 were unanimously approved on a motion made by Karolyn Hertzberg and seconded by Roberta Newman.

**DIRECTOR’S REPORT**

Maureen Garvey gave her monthly report.

a) Emily Schreiber requested a notification be placed at the circulation desk advising patrons that the TixKeeper is now available for their use;
b) Patrons who still use the Library fax machine for paperwork related to Hurricane Sandy will not be charged a fee for this service;
c) There was a discussion of the declining Stats.

**OLD BUSINESS**

a) Director Garvey informed the Board that three vendors gave quotes for the Library Security System. Because of an unexpected power outage, she will have to email the Board members the information based on these quotes and further discussion will take place at the next Board meeting;

b) Director Garvey updated the Board on the progress of the renovation to replace the entire glass wall damaged by Hurricane Sandy. Arrow Steel Window Corp took the measurements and the work should begin soon.

**NEW BUSINESS**

a) Emily Schreiber made a motion to rescind the previous decision from the last Board meeting to have an audit every two to three years. A new motion, to have a yearly audit, was made by Emily Schreiber, seconded by Wendy Forgash and unanimously approved. Director Garvey will inform the auditors, Coster and
Baldessari, that the audit will be done yearly;
b) A sub-committee will be created at the next Board meeting to oversee the auditing process;
c) A discussion took place on the maintenance of the Library’s public restrooms;
d) The various museum passes available to our patrons were discussed. No action was taken;
e) A resolution was made by Karolyn Hertzberg, seconded by Roberta Newman and approved unanimously to change Article XII of the Trustees’ by-laws. It was decided that “Visitors” be recognized at the beginning of the agenda and renamed “Period of Public Expression” and the item ‘Personnel’ be added to the agenda.

EXECUTIVE SESSION
The Board went into Executive Session at 8:40 and came out of Executive Session at 8:45. The Board voted to give Karen Cowen a $1.00 per hour raise, effective June 21, 2013.

MEETINGS AND CONFERENCES
a) During the discussion of the Director’s report, Ms. Garvey reported on meetings she attended in the month of May. She specifically mentioned being part of a library security committee that will be developing procedures for libraries to follow in case of an active shooter incident.

COMMUNICATIONS
a) Ms. Debbie received thank you notes from local school children for visiting their classrooms;
b) The Board was shown pictures of Ms. Debbie’s various children’s programs. Kudos to her for her creativity and enthusiasm.

VISITORS
Stan Newman

ADJOURNMENT
A motion to adjourn the meeting was made by President Emily Schreiber and seconded by Roberta Newman at 9:04 PM.

The Reorganization Meeting of the Board of Trustees will take place on Monday, July 22, 2013 at 6:00 PM.

Respectfully submitted,
Wendy Forgash
Secretary