The regular meeting of the Board of Trustees of the Bellmore Memorial Library was called to order on Monday, July 22, 2013, at 5:55 PM by President Emily Schreiber.

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

PERIOD OF PUBLIC EXPRESSION
No visitors

The Minutes of the June 19, 2013 meeting were read and approved unanimously on a motion by Karolyn Hertzberg and seconded by Roberta Newman.

The Financial Report for June 19, 2013 was read and approved unanimously on a motion by Robert Botwin and seconded by Karolyn Hertzberg. The bills for the month of June 2013 in the amount of $77,178.91 were unanimously approved. Payrolls for the two weeks ended June 6, 2013, in the amount of $50,455.44, for the two weeks ended June 20, 2013, in the amount of $51,973.45 and for the two weeks ended July 4, 2013, in the amount of $49,844.23 were unanimously approved on a motion made by Emily Schreiber and seconded by Wendy Forgash.

DIRECTOR’S REPORT
Maureen Garvey gave her monthly report.

a) There was a discussion of Sierra and the circulation statistics;
b) Valerie Acklin and Director Garvey have been giving away paperback books at the Bellmore LIRR every Wednesday morning. Commuters seem to be very pleased with this project;
c) The continuation of the Silver Sneaker project was discussed. No decision was made.

OLD BUSINESS

a) Robert Botwin made a motion, seconded by Karolyn Hertzberg, to accept Surveillance and PC Specialists as the Library’s vendor for the surveillance camera project. The Director will speak with the vendor to discuss which format, analog or digital, would be best and will bring this information back to the Board. Unanimous approval was given;
b) Director Garvey stated that the installation of the glass wall is proceeding according to schedule and will be completed on or before the October deadline;
c) The paperwork is being compiled and the audit will begin shortly.

NEW BUSINESS

a) A motion to accept the new I-pad Teen Usage Policy was made by Emily
Schreiber, seconded by Roberta Newman and approved unanimously;
b) A motion to accept the revision to the Staff Manual was made by Wendy Forgash, seconded by Karolyn Hertzberg and approved unanimously.

PERSONNEL
a) A discussion of staff development ensued. Robert Botwin made a motion, seconded by Wendy Forgash and unanimously approved, to pay $500 per session to supplement the cost of the Public Library Administrator course to be taken by Valerie Acklin.

COMMUNICATIONS
a) A letter of appreciation for the staff was received from Rose Marie Fenimore;
b) A thank-you was received from Elizabeth Perez of Story Corps complimenting Martha DiVittorio;
c) A letter was received from "W Girls Coastal Long Island" requesting permission to leave a donation box for school supplies to be given to hurricane victims throughout Long Island;
d) An email was received from Raquel Bodner complimenting Debbie DeGrassi;
e) A letter was received from NYS Insurance Fund informing the Library that our experience is better than average and will result in a credit;
f) A letter, dated June 25, 2013, was received from Sen. Fuschillo stating that $5,000.00 in NYS funding has been approved for the Library. This money will pay for I-Pads and a new touch-screen PC for the Teen Space;
g) A letter, dated June 26, 2013, was received from County Executive Ed Mangano informing the Board that the County will provide $40,000.00 for maintenance of the building and/or capital improvements.

EXECUTIVE SESSION
The Board went into Executive Session at 6:50 and came out of Executive Session at 6:55. No action was taken.

ADJOURNMENT
A motion to adjourn the meeting was made by President Emily Schreiber and seconded by Roberta Newman at 7:00PM.

Respectfully submitted,
Wendy Forgash
Secretary