

**Board of Trustees
Lynbrook Public Library
Minutes from Meeting held on May 9, 2017**

The regular meeting of the Board of Trustees of the Lynbrook Public Library was held on May 9th, 2017 at 7:30 PM in the Board Room.

Roll Call

Present: Robyn Gilloon, Director, Kathy Buchsbaum, Assistant Director; Carol Donaldson, Fred Yosca, Gary Speredowich, Kathleen Kobbe, Elizabeth Basileo, Michael Hawxhurst (Village Liaison) Brian Smithwick.

Absent with prior notice: Regina Flaherty.

Approval of Minutes

- Motion to accept the minutes from the April 18th, 2017 meeting was made by Gary Speredowich seconded by Brian Smithwick and unanimously approved.

Director's Report

- Monthly statistics continue to be less in 2017 in comparison to the same period in 2016. Robyn continues to question this as annual circulation for materials on the annual report is greater in 2015/2016 than 2014/2015. Robyn called Robert Drake the new NLS Assistant Director-Technology Operations to discuss. He explained the difference is the renewals patrons do via their online accounts. October 2016 both renewals by home and renewals by library were added to the monthly report.
- Thank You Kathy for the time and effort you put into the Ezra Jack Keats Grant. Unfortunately on April 24th, Kathy received word that her grant application was not approved.
- Friday, May 5th during the rain there were two leaks in the children's room. Neither was a new location. Phil Healy, Superintendent DPW was called and he came to the library. He will follow up with the roofing manufacturer and who installed roof.
- Database renewals for July 1, 2017-June 30, 2018 were sent to the Nassau Library System. Kathy B. and Robyn discussed as most were for the adult area and renewed all but one. This was cancelled due to no use.
- Friday, April 21st, Arlene and Robyn attended a workshop at Island Park Library on Staff Response Tactics.
- Work is currently ongoing for the June/July/August Newsletter. The schedule is to have it in the mail the week of May 22nd. With SR approaching there is a lot of prep work and programming being worked out and scheduled.
- The first of the loan period changes occurred on Monday, May 8th. Adult music CD's, Book on CD and Playaways were changed from 14 days to 28 days.
- The Staff has been asking students to leave. There are two known groups that do not follow rules regularly. Staff is quicker to ask them to leave.
- Working on closing out the 2016/2017 budget. Encumbrance figures will be sent to Village Hall the first week in June.
- On May 9th, Robyn received the Librarian I list from civil service. Canvass letters will be mailed this week.

- Adult internet computer 4 is not working. It is no longer under Dell Service. A new power supply has been ordered.
- Today Robyn received an email from the Director of the Hewlett-Woodmere Library. They can no longer fax, scan or email sheet music published after 1923 because of copyright restrictions. The physical item will be sent to a library or a patron may pick it up at HWL. They were just notified that “fair use” has been challenged and libraries are not covered under copyright Act’s “fair use” provision.

Motion to accept the Director’s Report was made by Kathleen Kobbe, seconded by Elizabeth Basileo , and unanimously approved.

Treasurer’s Report

- Fred Yosca reported all was in order.
Motion to accept the Treasurer’s Report was made by Carol Donaldson, , seconded by Gary Speredowich, and unanimously approved.

Correspondence

There was no correspondence

Committee Reports

There were no Committee Reports

Old Business

- a) 2017-2018 Budget – Waiting for a response from John Giordano re: personnel.

New Business

- a) Meeting Room request: Woodmere Music Studios-Thursday, June 22nd 6-8pm.
Motion to accept made by Fred Yosca, seconded by Kathleen Kobbe, unanimously approved.
- b) Board Room request: Too Much Noise-auditions for a short film.
Motion to accept by Elizabeth Basileo, seconded by Gary Speredowich. Unanimously agreed.
- c) Youth Services Program-SAT Prep Class. Unanimously approved.
- d) 2017 NY State Construction Grant – HVAC/Thermostat/Parking Lot

Next Board Meeting: Tuesday, June 13th, 2017 at 7:30 PM
Library Board Room.

Adjournment: The meeting was adjourned at 8:17PM on a motion by Gary Speredowich.

Respectfully submitted,

Brian V. Smithwick