

LAKEVIEW PUBLIC LIBRARY
1120 Woodfield Road
Rockville Centre, NY 11570

DIRECTOR'S REPORT
December 10, 2014

- *AFA Protective Systems, Inc., which protects the library with burglary and fire alarm systems, is seeking a 4.9 percent increase for its services in the upcoming year. The library's current annual payment is \$9,414.00.*
- *Cabling for the library needs to be done right away. We have been out of compliance with the Automated Library Information System for over seven years now. Under its guidelines, each computer must have its own switch. I am enclosing three quotes for cabling to correct this problem, which will take about a week to do.*
- *The column in the front of the building, which was broken, was fixed before Thanksgiving by Stassi Brothers at a cost of \$7,500.00.*
- *The week before Thanksgiving, we had to make an emergency call for toilet plumbing. Apparently, patrons were putting wads of toilet paper and paper towels in the commodes, stopping them up and causing them to overflow. The plumber had to jet-out the pipes, and that cost us \$2,200. Board President Michael Alexander had been contacted about the problem before it was fixed.*
- *Three raccoons have been caught in traps on the roof in late November, but it has been clear for the past two weeks. We will continue to check every three days, looking for any indication that they have returned.*
- *I am enclosing three electrical wiring quotes for the roof lights. I am recommending McKeon Electric. He is our regular electrician and has done very good work for us.*
- *Gryphon Technology has begun to install the library's new computers, but there are problems with the ALIS being overwhelmed. We currently have only two new computers up and running in the staff work area when it should be six. I have stressed to John Whittmore, the company person in charge, that all the adult computers need to be up and running by December 10/2014, and he agreed to that. But that has not happened. I understand that the Board will talk to Whittmore at its meeting on December 10. I hope this resolves the issue. I expect all the computers to be installed and usable by the end of the month, also as has been promised by Whittmore.*

- *The library's annual audit is beginning and I have given Opal by e-mail, a list of what the auditors said is needed this week from her. I have given Audrey a similar list of needed items this week from administration.*
- *The furniture for the Homework Help program has arrived and been set up. Please see as soon as possible if it meets with Board approval.*
- *At the Nassau Library Service's annual meeting on December 1, two new policies were recommended for all libraries. One policy is called the "whistleblower" and other is called the "conflict of interest". Examples are attached.*

*Respectfully submitted
Ruby Boykins, Director*