

Approved

**LAKEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES February 10, 2016**

The Regular Meeting of the Lakeview Public Library Board of Trustees was held on Wednesday, February 10, 2016 at the Lakeview Public Library, 1120 Woodfield Road, Rockville Centre, New York from 7:20 p.m. to 8:40 p.m.

**Roll Call: Trustees:** Michele Cadogan, Beatrice Bayley, and Paula J. Thomas. **Trustees:** Michael Alexander and Marlene D. Tapley were excused. **Board Attorney:** Michael Ranieri, Esq., **Board Treasurer:** Opal Ramdial; **District Clerk:** Dorolyn Montgomery; **Director:** Ruby Boykins.

Motion made by Michele Cadogan to go into Executive Session at 7:20 p.m. to discuss personnel matters; seconded by Beatrice Bayley. All were in favor.

Motion made by Beatrice Bayley to leave Executive Session at 8:00 p.m. and go into Public Session; seconded by Paula J. Thomas. All were in favor.

**MINUTES:**

The minutes of October 14, 2015, November 10, 2015 and January 13, 2016 were tabled.

Motion made by Paula J. Thomas to approve December 9, 2015 minutes with necessary corrections. The motion was seconded by Michele Cadogan. All were in favor.

**TREASURER'S REPORT:**

Motion made to approve for Payroll warrants by Michele Cadogan and seconded by Beatrice Bayley. All were in favor

Motion made to approve for Bill warrants by Paula J. Thomas and seconded by Beatrice Bayley. All were in favor.

Motion made by Paula J. Thomas to accept the Treasurer's report for February, 2016; seconded by Beatrice Bayley. All were in favor.

\*\*\*\*\* Please see attached Treasurer's reports\*\*\*\*\*

**DIRECTOR'S REPORT:**

Motion was made by Paula J. Thomas to accept the Director's Report and seconded by Beatrice Bayley. All were in favor.

\*\*\*\*\*Please see attached Director's Report\*\*\*\*\*

**COMMITTEE REPORTS: NONE**

**COMMUNICATIONS:**

Invitation to NAACP Regional luncheon – February 27<sup>th</sup>, 2016.

**UNFINISHED/NEW BUSINESS:**

Motion made by Beatrice Bayley to accept the recommendation to hire Samantha Ross at a rate of \$20/hour, pending Civil Service; seconded by Michele Cadogan. All were in favor.

Motion made by Beatrice Bayley and seconded by Paula J. Thomas to adjourn the regular meeting at 8:40. p.m. All were in favor.

Respectfully submitted

Approved for and behalf of  
LAKEVIEW PUBLIC LIBRARY

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By: Dorolyn Montgomery  
Approved

**LAKEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES April 13, 2016**

The Regular Meeting of the Lakeview Public Library Board of Trustees was held on Wednesday, April 13, 2016 at the Lakeview Public Library, 1120 Woodfield Road, Rockville Centre, New York from 7:00 p.m. to 8:35 p.m.

**Roll Call: Trustees:** Michael Alexander, Beatrice Bayley, and Paula J. Thomas.  
**Trustees:** Michele Cadogan and Marlene D. Tapley were excused. **Board Attorney:** Michael Ranieri, Esq., **Board Treasurer:** Opal Ramdial; **District Clerk:** Dorolyn Montgomery; **Director:** Ruby Boykins.

Motion made by Beatrice Bayley to go into Executive Session at 7:00 p.m. to discuss personnel matters; seconded by Paula J. Thomas. All were in favor.

Motion made by Paula J. Thomas to leave Executive Session at 8:00 p.m. and go into Public Session; seconded by Beatrice Bayley. All were in favor.

**MINUTES:**

The minutes of October 14, 2015, November 10, 2015, January 13, 2016, and February 10, 2016 were tabled.

**TREASURER'S REPORT:**

Motion made to approve for Payroll warrants by Paula J. Thomas and seconded by Beatrice Bayley. All were in favor

Motion made to approve for Bill warrants by Beatrice Bayley and seconded by Paula J. Thomas. All were in favor.

Motion made by Paula J. Thomas to accept the Treasurer's report for February, 2016; seconded by Beatrice Bayley. All were in favor.

\*\*\*\*\* Please see attached Treasurer's reports\*\*\*\*\*

**DIRECTOR'S REPORT:**

Motion was made by Paula J. Thomas to accept the Director's Report and seconded by Beatrice Bayley. All were in favor.

\*\*\*\*\*Please see attached Director's Report\*\*\*\*\*

**COMMITTEE REPORTS: NONE**

**COMMUNICATIONS: NONE**

**UNFINISHED/NEW BUSINESS:**

Motion made by Beatrice Bayley and seconded by Paula J. Thomas to execute new agreement with “Hands On” for second room providing all hours are worked out. All were in favor.

Motion made by Paula J. Thomas and seconded by Beatrice Bayley for \$350 to be allocated for Summer Reading Program. All were in favor.

Motion made by Paula J. Thomas and seconded by Beatrice Bayley to accept proposal with B.A.F Refrigeration at a rate of \$23,072.00 to complete the children’s section RTU. All were in favor.

Motion made with Beatrice Bayley and seconded by Paula J. Thomas to continue business with Arrow Security at a rate of All were in favor.

Motion made with Paula J. Thomas and seconded by Beatrice Bayley to upgrade Quickbooks at a cost of All were in favor.

Motion made by Beatrice Bayley and seconded by Paula J. Thomas to adjourn the regular meeting at 8:35. p.m. All were in favor.

Respectfully submitted

Approved for and behalf of  
LAKEVIEW PUBLIC LIBRARY

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By: Dorolyn Montgomery  
Approved

**LAKEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES May 11, 2016**

The Regular Meeting of the Lakeview Public Library Board of Trustees was held on Wednesday, May 11, 2016 at the Lakeview Public Library, 1120 Woodfield Road, Rockville Centre, New York from 7:00 p.m. to 8:35 p.m.

**Roll Call: Trustees:** Michael Alexander, Beatrice Bayley, Michele Cadogan, and Marlene D. Tapley. **Trustees:** Paula J. Thomas were excused. **Board Attorney:** Michael Ranieri, Esq., **Board Treasurer:** Opal Ramdial; **District Clerk:** Dorolyn Montgomery; **Director:** Ruby Boykins.

Motion made by Beatrice Bayley to go into Executive Session at 7:00 p.m. to discuss personnel matters; seconded by Michele Cadogan. All were in favor.

Motion made by Michele Cadogan to leave Executive Session at 7:50 p.m. and go into Public Session; seconded by Marlene D. Tapley. All were in favor.

**MINUTES:**

The motion was made by Michele Cadogan to approve the minutes of November 10, 2015; seconded by Marlene D. Tapley. All were in favor.

Motion made by Beatrice Bayley to approve the minutes of January 2016; seconded by Michele Cadogan. All were in favor.

The minutes of October 2015, February 2016 and April 2016 were tabled.

**TREASURER'S REPORT:**

Motion made to approve for Payroll warrants by Marlene D. Tapley and seconded by Beatrice Bayley. All were in favor

Motion made to approve for Bill warrants by Beatrice Bayley and seconded by Marlene D. Tapley. All were in favor.

Motion made by Michele Cadogan to accept the Treasurer's report for February, 2016; seconded by Beatrice Bayley. All were in favor.

\*\*\*\*\* Please see attached Treasurer's reports\*\*\*\*\*

**DIRECTOR'S REPORT: NONE**

**COMMITTEE REPORTS: NONE**

**COMMUNICATIONS:** Lakeview Girl Scout invitation

**UNFINISHED/NEW BUSINESS:**

Motion made by Beatrice Bayley and seconded by Marlene D. Tapley to approve with UPSEU. All were in favor.

Motion made by Marlene D. Tapley and seconded by Beatrice Bayley to adjourn the regular meeting at 8:26. p.m. All were in favor.

Respectfully submitted

Approved for and behalf of  
LAKEVIEW PUBLIC LIBRARY

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By: Dorolyn Montgomery

Approved

**LAKEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES June 15, 2016**

The Regular Meeting of the Lakeview Public Library Board of Trustees was held on Wednesday, June 15, 2016 at the Lakeview Public Library, 1120 Woodfield Road, Rockville Centre, New York from 7:00 p.m. to 9:15 p.m.

**Roll Call: Trustees:** Michael Alexander, Michele Cadogan, Paula J. Thomas, Marlene D. Tapley, and Beatrice Bayley. **Board Attorney:** Michael Raniere, Esq., **Board Treasurer:** Opal Ramdial; **Director:** Ruby Boykins; **District Clerk:** Dorolyn Montgomery was excused.

Motion made by Marlene D. Tapley to go into Executive Session at 7:30 p.m. to discuss personnel matters; seconded by Beatrice Bayley. All were in favor.

Motion made by Beatrice Bayley to leave Executive Session at 7:50 p.m. and go into Public Session; seconded by Marlene D. Tapley. All were in favor.

**MINUTES:**

The motion was made by Marlene D. Tapley to approve the minutes of October 15, 2015; seconded by Paula J. Thomas. All were in favor.

Motion made by Michele Cadogan to approve the minutes of February 10, 2016; seconded by Beatrice Bayley. All were in favor.

Motion made by Beatrice Bayley to approve the minutes of April 13, 2016; seconded by Paula J. Thomas. All were in favor.

**TREASURER'S REPORT:**

Motion made by Marlene D. Tapley to approve the Payroll warrants and seconded by Beatrice Bayley. All were in favor

Motion made by Paula J. Thomas to approve the Bill warrants and seconded by Michele Cadogan. All were in favor.

**Budget Meetings 2016:** July 13 at 7pm; August 10, 2016 at 7pm; August 24, 2016 at 6pm; September 7, at 6pm; and September 14 at 7pm.

Motion made by Michele Cadogan to accept the Treasurer's report, dated June 8, 2016; seconded by Marlene D. Tapley. All were in favor.

\*\*\*\*\* Please see attached Treasurer's reports\*\*\*\*\*

**DIRECTOR'S REPORT:**

Motion made by Paula J. Thomas to accept the Director's Report dated June 8, 2016. The motion was seconded by Beatrice Bayley. All were in favor.

\*\*\*\*\*Please see attached Director's report\*\*\*\*\*

**COMMITTEE REPORTS: NONE**

**COMMUNICATIONS: NONE**

**UNFINISHED/NEW BUSINESS:**

Motion made by Marlene D. Tapley to charge *Hands On Now Child* a fee of \$600.00 additional dollars for the library to open Monday thru Friday at 8:30 a.m. The motion was seconded by Paula J. Thomas. All were in favor.

Motion made by Beatrice Bayley and seconded by Michele Cadogan to pay Aquatee Lawn Company \$165.10 for repair of sprinkler heads. All were in favor.

Motion made by Beatrice Bayley and seconded by Michele Cadogan to accept the resignation of Samantha Ross as a Librarian Trainee, effective June 1, 2016. All were in favor.

Motion made by Michele Cadogan and seconded by Beatrice Bayley to hire Kelsey Tapley as a summer page at a salary of \$9.00 an hour. Four (4) in favor; One (1) abstained.

Motion made by Michele Cadogan to purchase computer furniture from National Business in the amount of \$6,674.00; motion seconded by Paula J. Thomas. All were in favor.

Motion made by Beatrice Bayley and seconded by Michael Alexander to adjourn the regular meeting at 9:15. p.m. All were in favor.

Respectfully submitted

Approved for and behalf of  
LAKEVIEW PUBLIC LIBRARY

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By: Ruby Boykins, Library's Director  
Typed by: Dorolyn Montgomery



Approved

**LAKEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES January 13, 2016**

The Regular Meeting of the Lakeview Public Library Board of Trustees was held on Wednesday, January 13, 2016 at the Lakeview Public Library, 1120 Woodfield Road, Rockville Centre, New York from 7:35 p.m. to 8:15 p.m.

**Roll Call: Trustees:** Michael Alexander, Michele Cadogan, and Beatrice Bayley. Paula J. Thomas, and Marlene D. Tapley were excused. **Board Attorney:** Michael Ranieri, Esq., **Board Treasurer:** Opal Ramdial; **District Clerk:** Dorolyn Montgomery; **Director:** Ruby Boykins.

Motion made by Beatrice Bayley to go into Executive Session at 7:05 p.m. to discuss personnel matters; seconded by Michele Cadogan. All were in favor.

Motion made by Michele Cadogan to leave Executive Session at 7:35 p.m. and go into Public Session; seconded by Beatrice Bayley. All were in favor.

**MINUTES:** Tabled

Re- elected Trustee, Michael Alexander was sworn in by Board Attorney.

Motion made by Michele Cadogan and seconded by Beatrice Bayley for Michael Alexander to hold the seat of Board President for 2016. All were in favor.

Motion made by Beatrice Bayley and seconded by Michael Alexander to nominate Michele Cadogan to hold the seat of Board Vice President for 2016. All were in favor.

Motion made by Michele Cadogan to appoint Opal Ramdial as Board Treasurer for 2016 and to increase rate to \$900/month; seconded by Beatrice Bayley. All were in favor.

Motion made by Beatrice Bayley to appoint Dorolyn Montgomery as District Clerk for 2016 and to increase rate to \$307.50/month; seconded by Michele Cadogan. All were in favor.

**TREASURER'S REPORT:**

Motion made to approve for Payroll warrants by Michele Cadogan and seconded by Beatrice Bayley. All were in favor

Motion made to approve for Bill warrants by Beatrice Bayley and seconded by Michele Cadogan. All were in favor.

Motion made by Michele Cadogan to accept the Treasurer's report for January 2016; seconded by Beatrice Bayley. All were in favor.

\*\*\*\*\* Please see attached Treasurer's reports\*\*\*\*\*

**DIRECTOR'S REPORT:**

Motion was made by Michele Cadogan to accept the Director's Report and seconded by Beatrice Bayley. All were in favor.

\*\*\*\*\*Please see attached Director's Report\*\*\*\*\*

**COMMITTEE REPORTS: NONE**

**COMMUNICATIONS: NONE**

**UNFINISHED/NEW BUSINESS:**

Motion made by Michele Cadogan and seconded by Beatrice Bayley to accept and for Board President to sign new agreement with Jaspan Schlesinger LLP for annual retainer of 11.5K for 2016, payable at the rate of \$958.33 per month. Fees for Service: \$235/hr. for attorneys and \$135 per hour for Paralegals for separately billed matters. All were in favor.

Motion made by Beatrice Bayley and seconded by Michele Cadogan to adjourn the regular meeting at 8:15. p.m. All were in favor.

Respectfully submitted

Approved for and behalf of  
LAKEVIEW PUBLIC LIBRARY

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By: Ruby Boykins  
Typed by: Dorolyn Montgomery