

## SUFFOLK COUNTY VANDERBILT MUSEUM

### BOARD OF TRUSTEES

#### Minutes

A regular meeting of the Suffolk County Vanderbilt Museum Board of Trustees was held on October 18, 2006, in the Planetarium Lobby, Centerport, New York.

#### **The following were in attendance:**

Dr. Steven Gittelman - President  
Daniel Olivieri - 1<sup>st</sup> Vice President  
Susan LeBow - 2<sup>nd</sup> Vice President  
Michael B. DeLuise - Treasurer  
David D'Orazio - Secretary  
Carl Luecke - Trustee  
William Macchione - Trustee  
Gretchen Oldrin-Mones - Trustee  
Dr. William Rogers - Trustee  
J. Lance Mallamo - Executive Director  
Bill Dieck - Staff  
Carol Hart - Director of Special Projects  
David Bush - Staff  
Ann Marie Pastore - Stenographer

#### **Absent:**

Howard Kleinberg - Trustee  
Ronald Parr - Trustee  
Dr. Anthony Pecorale - Trustee  
Matthew W. Swinson - Trustee

#### **Excused Absence:**

Maria Figalora - Trustee  
Marjorie Kossoy-Fuhrmann - Trustee

**(Dr. Gittelman called the meeting to order at 7:20 p.m.)**

**DR. GITTELMAN:**

Good evening, everybody. This is a regular meeting of the Board of Trustees of the Suffolk County Vanderbilt Museum. Do we have a list of guests in attendance?

**MS. PASTORE:**

Yes.

**DR. GITTELMAN:**

I'd like to introduce a guest in attendance. This is Carol Hart. Carol used to be a member of the staff here at the Vanderbilt Museum. She was the Curator of Social Sciences. She held that position for six years, I believe. Then she left to go to the Smithtown Historical Society. She went to quite a bit of dust and quite a bit of disarray. She did a fabulous job in breathing life into the institution. I remember telling you, "Are you sure you're ready to go in there and clean up all this stuff yourself?" I wasn't sure she was the kind of hands-on manager that was needed at that institution. We are very lucky that Carol has chosen to come back to the Vanderbilt Museum. She is working with Lance. She started about two weeks ago, and she is here with us tonight. Welcome aboard.

**MR. MALLAMO:**

I would just like to add, Steve, that Carol's resume is in everybody's packet tonight. If you want to take a look, I think you will be very impressed. If you have any questions, I'm sure she'll be happy to answer them. Actually, Carol has filled the position of Director of Special Projects, which is a position we have been looking at for some time. In the short time that she has been here, we have already been working hard, working on preparing grant applications and preparing the documents for those applications. We'll probably be talking more about that as we go on this evening.

**DR. GITTELMAN:**

Are there any questions for Carol? Okay, we'll move forward. I'm glad you're here. We have now introduced our only guest. I am going to ask for approval of the minutes of the previous meeting. David?

**MR. D'ORAZIO:**

After reviewing our minutes from the pervious board meeting on August 16, 2006, I didn't find any material discrepancies, so I'm going to make a motion to approve – Actually, I'm sorry. There is one small, minor change on page 5 of the minutes. It says in the second to the last paragraph, "Will get much pre-quality advertising on WABA." It was supposed to be "WBAB." It was a small little typo on that. WBAB is the local radio station. Other than that, I will make a motion to approve the minutes from the meeting of August 16, 2006.

**MR. MACCHIONE:**

I will second it.

**DR. GITTELMAN:**

Discussion? All in favor? Opposed? Abstentions? **It passes unanimously. (Vote: 9/0/0/6 Absent: Mr. Kleinberg, Ms. Fuhrmann, Ms. Figalora, Mr. Parr, Dr. Pecorale & Mr. Swinson.)**

Public Relations Report, Todd Shapiro. Lance, do you have a report?

**MR. MALLAMO:**

No, I don't. Todd was unable to be here tonight.

**DR. GITTELMAN:**

Can you tell us of any plans the museum is –

**MR. MALLAMO:**

The project we're working on right now is a special event on October 28, which is in celebration of Hispanic Heritage Month. We're having Alex Torres and his Latin Orchestra at the museum in the tent. This will probably be one of our last events in the tent this year. We're calling it "Hot Nights for the Cool Season." It should be quite a fun event. You can let your hair down. We're giving dance lessons at 5:30, so if you need to learn the Merengue and Salsa, come on down. Then we'll start dancing at 6:30. This is a family event. We have priced it at \$30 a ticket, so we think it will be quite popular. I hope so. It's the first time we're doing it, but I had a visitor from New York State Parks in Albany last week, and she came in and said, "You're having Alex Torres?" They have him up in Albany, and she loves him. We're really looking forward to it.

**MS. LEBOW:**

And the date is?

**MR. MALLAMO:**

Saturday, October 28. I encourage you to get a crowd together, put a table together and come on down and dance. You don't have to dress to impress for this.

**MR. D'ORAZIO:**

My wife is of Hispanic descent, and when she found out about this event that you're putting on, she was amazed and impressed and excited because everybody in her community knows of Alex Torres, so we're bringing a group with us. We look forward to it. I think it's going to be a fantastic event here at the museum.

**DR. GITTELMAN:**

Sounds wonderful. If that is the end of Public Relations, we'll go on to Buildings and Grounds. Bill.

**MR. MACCHIONE:**

Buildings and Grounds, let me just say that not only the grounds crew but all the workers from the museum and everybody did a great job in representing this facility at our major fundraiser. I went on the tour with some of the people from our party, and everything was immaculate, everything was run professionally. The place couldn't have been in better shape. I really want to give thanks to everybody who was involved in this. There was a lot of hard work on their part.

**DR. GITTELMAN:**

The place looked great.

**MR. MACCHIONE:**

It impressed a lot of people. I think we'll be getting a lot of people to come back to tour the planetarium and the house during the daylight because of their experience here that night.

**DR. GITTELMAN:**

We will be discussing the event later, but certainly the place looked beautiful. The courtyard was gorgeous. I was very proud of it. Thank you, ladies and gentlemen. Anything else you want to add?

**MR. MACCHIONE:**

No, that's it right now.

**DR. GITTELMAN:**

Thank you. Development Committee, David.

**MR. D'ORAZIO:**

I will review the gala, the "Night at El Morocco." Everyone should have a final statement of numbers, expenses and revenues in their packets. With cash and in-kind donations our total revenue was \$95,070. Our net expenses were \$62,452, and that's with in-kind.

Our cash net was \$19,252 this year. I would like to say that we should really thank Buildings and Grounds for their impeccable job that they did on this estate. It was absolutely gorgeous. I was here before and during the setup of this event. The entire staff during pre-arrangement, to set-up, during the event and even during break down was impeccable. Our staff is indispensable, and it shows their dedication to this establishment. The amount of time and hours that they put in to help us with this event -- like Bill said, a lot of people left here saying, "Wow, this is a beautiful place." It's all about building awareness for next year. I'm pretty happy with everything that went on with the "Night at El Morocco," and I look forward to next year's event being bigger and better.

**DR. GITTELMAN:**

I thought it was fabulous. I'm hoping that you'll chair the committee going forward.

**MR. D'ORAZIO:**

Sure.

**DR. GITTELMAN:**

That's great. I wouldn't even have any suggestions for improvements, but maybe we should double-sell the tickets so we have all the seats filled or something like that. It was a good event. I enjoyed it. Everybody I spoke to enjoyed it. It was very impressive. Any other comments or questions? A lot of credit goes to the whole committee, everybody that worked on it, Dan and everybody else. I don't want to leave anybody out.

**MR. MALLAMO:**

I just want to reiterate Dave's comments about the staff. They did a phenomenal job from Barbara and Carol and Bridgett and even Joan in the administrative office. Joan calligraphied all the bottles. The ladies wrapped all the prizes and helped decorate. The educators helped set the courtyard up. I mean, I think everybody was involved in one way or another. The planetarium helped set up the equipment. It was really a great night. Everybody enjoyed it. It was really a pleasure. David, it was a pleasure to work with you and the committee on it, too. I knew it was a challenge at some moments, but we got through it. Everybody has been stopping me to tell me what a wonderful time they had and that it was the best event we ever had. I look forward to doing another one

next year.

**MR. LUECKE:**

I have to say, \$20,000 in cash is a great start. I'm sure next year we'll be able to top that. Where does this appear on the Treasurer's Report, on what line, donations and gifts?

**MR. MALLAMO:**

It's going to appear in a number of lines. It's not on here yet because we only have the actuals through August. What will happen now is the ticket sales will go into special events. The portion of the sponsorship where they get a membership will go into membership, and then the balance of that will go into donations and gifts.

**DR. GITTELMAN:**

I'm not clear that there is a portion of this that's going into membership.

**MR. MALLAMO:**

Well, in our sponsorship this is the arrangement we had worked out a couple of years ago. If we are going to change the policy, we can. When we had a sponsorship, say if you took out \$1,000, you got a \$50 membership with that sponsorship. So that \$50 would go to membership. Three hundred dollars would go to the price of the ticket. The balance would go to donations and gifts.

**DR. GITTELMAN:**

I was only thinking of the Bank of America. What was theirs -- \$15,000? This \$15,000 none of it came from our -- it wasn't a split to my knowledge.

**MR. MALLAMO:**

I'm talking what our sponsorship and the presenting sponsorship -- did that include a membership page?

**DR. GITTELMAN:**

No, you're not understanding. Typically the \$15,000, \$7,500 of that goes toward that grant.

**MR. MALLAMO:**

No, that is not the case this year.

**DR. GITTELMAN:**

From what I understand, I have to make it \$15,000, and then we can still apply for the

grant.

**MR. MALLAMO:**

Yes, that was my understanding as well.

**DR. GITTELMAN:**

So that could become –

**MR. MALLAMO:**

And I did ask them when they called me from Bank of America. I said, “Am I doing a portion of this through the charitable donations,” and they said, “No.”

**DR. GITTELMAN:**

In past years, the \$7,500 that became part of the grant was considered part of this event.

**MR. MALLAMO:**

Yes.

**DR. GITTELMAN:**

So you still have another \$7,500 that you potentially add to this event. Here’s another \$1,000.

**MR. D’ORAZIO:**

Bank of America does get one \$40 membership. That is part of the sponsorship.

**DR. GITTELMAN:**

I was confused, but I was trying to straighten it out because it could very well be another \$7,500 or more coming out of BOA, and that goes to this event. So if you had twenty, you may have twenty-seven five or thirty.

**DR. GITTELMAN:**

Are there anymore questions about this?

**MR. LUECKE:**

Well done.

**DR. GITTELMAN:**

It was very well done. It was a miracle because we pushed the date. The original date we had was August 5. On that night all heck broke loose. The museum lost power.

There were torrential downpours. We don't even have to feel guilty that we didn't book in a wedding for that day. As it turns out, it all worked out for the good. It would have been messy. All right, moving on. Education and Exhibits.

### **MS. OLDRIN-MONES:**

I'd like to add my thanks to the entire staff and the volunteers for all the help in making the gala the great success and the good fun that it was. Because Education and Exhibits will benefit from the proceeds of the gala, we would like to thank the committee, Dave, Dan, Maria, Matt, Marjorie and the entire Board for putting together such an enjoyable fundraiser. Good job.

As always, there's lots going on in Education and Exhibits. Dave Bush, who is sitting right over here, has produced and directed a new seasonal planetarium show called, "Haunted Skies." It is outstanding. The committee was treated to a special showing of this informative and entertaining show yesterday. The same opportunity is available to you all tonight. If you would like to see "Haunted Skies" it will be shown right after this meeting in the planetarium. But be forewarned that it is scary. I imagine it will be a big hit during the Fall Fun Fest, which runs from October 28 to November 19. "Haunted Skies" and other fall festival programs are referenced in the Fall Weekend Fun Fest brochure, which I will pass around.

As you can see from this program, the festival will be action packed. One way the Fall Fun Fest is being advertised is by posters and flyers. I have a lot of these. Please take some. Hand them out, display them, do whatever you can do with them.

A new way we have at promoting the weekend Fall Fun Fest is by mailing out 5 by 8 postcards, such as these paper replicas that I have. I made one for each person because it's paper. You will see they are fairly unique, and they have a lot of information on them. All of these materials were created by Stephanie.

Our Saturday fall workshops for children and adults will culminate on November 4 with a dinosaur sculpture workshop. These are the brochures. If you know someone who would be interested, please take a brochure for them and for yourself.

Something brand new this year is the holiday craft program, which is described on this next flyer being passed around. Again, please take as many copies as you can use.

This year for the first time Beth and the other educators have worked up a holiday Christmas break program for older children.

Another first is that we are listed in the class trip directory for 2006/07. Eric debuted one

of our new class offerings, the Long Island Natural History and declared it a success.

In keeping with the fall season a special "Living History Tour" of the mansion will be offered on October 28 and 29 where characters from the summer "Living History Tour" will add a little eerier interpretation to the roles that they have presented on the weekend tours.

"Living History" is very popular. A total of 2,807 weekend visitors experienced the tour this summer. Kudos to all involved in making this program work under all kinds of challenging conditions.

Florence, Stephanie and Eric have put together an Oak Leaf Tour that highlights collection artifacts and specimens that reflect the harvest and the autumn theme. The details of this tour, which begins on October 7, are in this handout. Please take a copy.

The Cornell Master Gardeners have met with Eric, and the garden clubs have met with Florence to plan for decorating the mansion 1936 style for the holidays.

While I'm referring to things that take place in the mansion, the curators, Florence in particular, are deeply concerned about the recent auctioning of a dinner in the mansion and would like the Trustees to decide upon and communicate a policy that adheres to AAM guidelines.

Tonight two of our guides are presenting the story of the "Vanderbilt Women" at Brentwood Library. This is an outstanding outreach program we offer. I'm passing flyers around to give you the contact information needed to bring this program to your neighborhoods. I think the cost is about \$250, all of which goes to the museum.

We have partnered with Northport Library to exhibit dinosaur and fossil artifacts for a special program entitled "Discover Dinosaurs" displayed in their museum cove until December 15. The details of this program and repeated references to the Vanderbilt Museum are mentioned in these two brochures of the Northport Library.

Matilda Bronner, whose grandfather was the assistant photographer on the maiden voyage of the Alva, is coming here this week or next to do research for a documentary of Bonner's trip. She has artifacts and photos of her grandfather's travels.

There is very exciting news from Stephanie. Not only has she gotten approval for a year extension for our grant project but work on the habitat is promised to begin soon. If that happens, the taxidermist should be able to bring his crew to start work shortly.

Stephanie has provided information about the whaleshark to Ms. Darien Logan's Islip middle school class for use in this year's history project, which will be on the whaleshark.

She has been contacted by a young man who is doing a PhD in biology and wants to see some of our marine amphibians. As you know, we have pre-atomic bomb specimens, which are quite rare. Matt Sclafani has brought visitors such as Professor Turtleback from CW Post who praised our collection and wants to make annual visits with undergraduates. Matt is also looking into securing interns from CW Post. He is interested in collaborating more with the Vanderbilt in marine efforts and in producing educational films. Matt is providing many of the pumpkins for our fall festival.

Staff is ready to provide information when needed for the scripts of the proposed audio guides.

Just a reminder about the CRT projector in the planetarium. It is on its last legs, and when it dies, we will not be able to have any public programs.

At our meeting, Lance talked about the huge success of the Arrow Employees Day. There were about 600 people. This happened last Saturday, and they were completely impressed with the grounds, museum, mansion and planetarium. We're thrilled to have Arrow as a sponsor and delighted to hear about their proposed generous gift to Long Island, which is to provide free admission for two weeks around the holidays. It's the best possible gift I can think of, and we should probably expect huge crowds.

That's the end of the report.

**DR. GITTELMAN:**

Any questions about that report?

**MR. OLIVIERI:**

With Arrow, is that the next two weeks?

**MS. OLDRIN-MONES:**

Right around Christmas.

**MR. OLIVIERI:**

Do you have an estimate how much that might be?

**MR. MALLAMO:**

We're working that up right now. They have asked me to come up with a figure that

would enable them to provide a holiday gift to the people of Long Island during that time by having free admission to the planetarium and the mansion. As Gretchen indicated, they were here this past weekend. It was a perfect weekend. The staff and Arrow I think mutually enjoyed it because it's great when you see the museum at full capacity and everybody having a good time. It was really a thrilling event. Their Vice President of Corporate Communications called me Tuesday and said their feedback was so good from their employees since then, that she said they would love to do something over the holidays and to please develop a proposal. Carol Hart is already working on that, and we've submitted that. We're just waiting to hear back.

**MR. OLIVIERI:**

I was just wondering, could we maybe redirect a little bit of the focus and maybe get something from Arrow that's a little more permanent in the facility of money type situations?

**MR. MALLAMO:**

Well, actually, Arrow had taken out a sponsorship for the gala but had indicated to me that they would like to fund a major project here at the museum. We have been working on a proposal. Carol is underway on that, too. She's got a lot going in two weeks. What we had hoped to do is the project for the lobby renovations here in the planetarium. I believe this is in addition to that. This would be relatively immediate. We are working on a proposal that will give them options of a full program day and evening, as well as just day or just evening. I wasn't given a figure to target, but we expect that if this were to go forward, we would probably have a capacity audience because they would be advertising it. We can assume as the shows were this weekend, that they were full with their employees. That's how we're developing it.

**DR. GITTELMAN:**

Perhaps we could go to them – and maybe you already thought of this – but some of the needs of the planetarium, some of the short-term fix it needs. If they want the show, maybe we need that CRT. Maybe we need that speaker. Maybe we need –

**MR. OLIVIERI:**

That bulb.

**DR. GITTELMAN:**

Maybe we need the bulb. It's a \$14,000 bulb, but it's a bulb.

**MR. MALLAMO:**

I know Dave has been anxious about the CRT projector. I know we had discussed possibly some kind of loan arrangement. The projector that he's interested in has a

normal retail price of over \$50,000. This is kind of a unique opportunity where it's been offered to us for \$25,000. Just to investigate all possible options, we contacted the leasing company that maintains our lease for the laser equipment. That lease is actually going to be up in four months. We're spending nearly \$4,000 a month on that lease right now. That will be coming to a close. We would be able to lease this piece of equipment. If we did it for 30 months, it would be about \$988 per month. If we did it for 60 months, it would be \$538 per month. I know our financial situation is very tight. Normally I wouldn't even entertain it, but Dave has indicated that if the CRT projector we have, which is really on its last legs, goes, we're out of business.

**DR. GITTELMAN:**

Well, put together a proposal for Arrow. It sounds like a good start. In the middle of your report, could you read the request from staff for something?

**MS. OLDRIN-MONES:**

Curators, Florence in particular, is very concerned about the recent auctioning at the gala of a dinner in the mansion and wanted to have the board formulate a policy regarding use of the collections and things like that for dinners.

**DR. GITTELMAN:**

Let me just bring to your attention that before the event as one of the auction items, I suggested that we auction off an evening at the Vanderbilt eating dinner in the dining room. I had proposed a \$5,000 minimum bid, but I am happy to have a \$2,000 bid. We received the check, and I look forward to doing it. It's now planned for December 16. Because staff has concerns and they want to know what our policy toward doing these things is, then I would hope that we could give them an answer tonight.

Let me give you a little bit of historical perspective on how that particular room has been used previously. I've been here, and I think so has Carl, since 1989 or earlier. I'm losing track. In the early years, they had a Christmas party, and at the Christmas party you would get food. You could sit at that table in the dining room and just eat around the table. I believe there was a tablecloth on the table. I don't remember whether the original chairs were in the room or not. We would have about a couple hundred guests coming through the room in a single night, and I think we did it three nights. A couple hundred people would pick up food, sit down in that room or surrounding spaces, eat and move on. We did it every year around Christmastime, and we did for two or three nights.

During that span I also participated in one meal where it was a lunch where I invited Charles Dolan – I shouldn't say I invited. The Director and I invited Charles Dolan and his daughter, who was the Director of the Dolan Foundation, and we received a \$300,000

grant as a product of that. It was an unspecified grant where we were able to use the funds for any purpose that we designated. It wasn't targeted. With all due respect, those are the best kind. That \$300,000 was some years ago. It was during the term of Alison Sanchez, so it must be a decade ago. I did get involved with using that table for fundraising purposes, and I believe at that meal there was no tablecloth.

Subsequent to that, we spring forward to about a year ago when Channel 21 approached us and Rona Silver, the owner of the Huntington Town House, volunteered to give us catered food and Channel 21 gave us almost endless publicity. They sold tickets to that dinner for \$750 a person. \$1,500 a couple. I think they made around \$10,000. Is that about right, Lance?

**MR. MALLAMO:**

I believe that was it. That went to Channel 21, to our partnership with Channel 21, and we got the publicity. We got prominent feature, the best feature in the Channel 21 show on Gold Coast Estates.

**DR. GITTELMAN:**

For weeks all Channel 21 was talking about was going to the Vanderbilt Museum and showing pictures of us. It was wonderful publicity.

**MR. MALLAMO:**

And it evolved into the ticket show that we were on this summer, which Laura Savini also hosted.

**DR. GITTELMAN:**

Laura Savini was co-host with myself and Lance for that dinner.

**MR. MALLAMO:**

And Terrell Cass who is the President of Channel 21.

**DR. GITTELMAN:**

So we did that. Then I suggested that we auction off a dinner. Allow me to express that when we did the Laura Savini dinner, the Channel 21 dinner, all chairs were removed by Lance physically himself. I didn't move one of them. I supervised.

**DR. ROGERS:**

One clarification. We're talking about a room that has special furniture in it.

**DR. GITTELMAN:**

Yes.

**DR. ROGERS:**

Is the fear here that the furniture is going to be damaged or that people are going to go in there and destroy this or damage it so that –

**MS. OLDRIN-MONES:**

Yes, the fear is that the collection somehow will be harmed when the curators take so much time and care in preserving it.

**DR. GITTELMAN:**

Let me finish my narrative so I can give you the background. So we did this, and Lance removed each chair himself and brought back each chair. We sat on the same chairs that you sat on at the event we recently had. A damage report was filed the next morning indicating that two spindles had been broken. I will tell you that if two spindles were broken in those chairs, it would have been – I mean, I was standing there watching him carry each chair, and we didn't use them. I would have to say to you that you had the Director, you had the President, and we care about the place. We didn't even sit on the things, and we didn't break any spindles from what I can tell. A damage report was filed, and I will leave it to Lance to defend the virtues of that report.

I believe that when the public comes through – for example, as you walk through the historic house, the public has a tendency to touch things. They do touch the walls. They do touch the paintings. They do touch the furnishings that are adjacent to locations. They do walk on the tiled floors in the bathrooms. There is a certain amount of wear and tear that will occur.

I believe that there are occasions, for example, we might want to have a fundraising event that isn't here. This is part of the collection, in a sense. The buildings are part of the collection. We might want to have a fundraising event in the Hall of Fishes. The floor, the walls, the specimens, the cases are all part of the collection. I have held public hearings in the Hall of Fishes. It was packed, and people, yes, would lean against the walls. Our collections are exposed. I think for purposes where the Executive Director approves, and I would make that qualifier, I think that limited functions should be allowed. When we use the table in Mr. Vanderbilt's dining room -- Lance would you just describe how that table is covered?

**MR. MALLAMO:**

I certainly will because I think we took extraordinary steps to cover the table. The decision was made not to remove the table. I would have happily done that, but I felt by

removing it, it exposed the table to potential damage, just from the physical fact that it's a very large piece of furniture. The doorways are not extra wide. I made the decision to at first cover the table with felt, and then cover it with plastic. We then added plywood to the top of the table to extend it over one foot from the actual dimensions of the table so that the guests would be one foot further removed from potentially touching the legs or the tabletop or whatever. Then that was covered with plastic and more felt and finally a layer of foam and then a tablecloth that went to the floor. I was very confident that we had taken extraordinary measures to secure the tabletop.

**DR. GITTELMAN:**

If the chandelier had fallen on the table, the table would not likely have been damaged. If someone had spilled wine on the top of that, the table would not have been dampened. Frankly, I don't think my family heirlooms are ever given that kind of attention. My wife's wedding gown doesn't get that much protection. We really care.

We were really careful. What I'm saying is that I would ask for a resolution that it be the policy of this Board to allow the Executive Director to make the decision. I want to tell you why I'm picking the Executive Director. I don't want it to be the Board of Trustees to make the decision because we theoretically are not professional curators. We theoretically – although we may be and we may have the expertise but boards in the future – in order to follow AAM guidelines, the protection of the collections has to be overseen by a professional. In this institution, the professional with the highest credentials is the Executive Director. I would ask that we not use any facility for any purpose or that the Trustees not make any decision to use anything for strategic fundraising or limited fundraising or limited gatherings or introductions or events without the permission of the Executive Director and that it not be something we out vote the Executive Director, that it be done by the Executive Director and only him.

**MR. MACCHIONE:**

I have a question. Is there any staff at any of these functions while they're going on or is it strictly the people that are renting it?

**DR. GITTELMAN:**

This is not rented. This is an internal – when I'm saying this, first of all, I will be there. I don't know if Lance will be there. He may be there. In this particular case, I am usually accompanied by a staff member. Staff is always present, but I would say that in a funny kind of way, since I have been giving history tours and I have been the custodian of a wing of this mansion for ten years giving Living History Tours, I have a sense of what should be done, but I don't ask to be allowed to do it alone. When it comes to inviting the public in, it's always good to have a staff member present.

**DR. ROGERS:**

You indicated a lot of funds were raised by the use of that room.

**DR. GITTELMAN:**

Well, it was one of the things that we used as a tool, yes.

**DR. ROGERS:**

Do we have any other facility here that would allow us to do the same thing, other than the dining room?

**DR. GITTELMAN:**

If Mr. Dolan wants to come back, I'd like to be able to take him to lunch there.

**DR. ROGERS:**

In other words, the room itself has a certain amount of prestige.

**DR. GITTELMAN:**

Yes, it's a beautiful room.

**DR. ROGERS:**

And it's helped us raise lots of money.

**DR. GITTELMAN:**

Right.

**DR. ROGERS:**

And over the years we haven't had any damage to it.

**DR. GITTELMAN:**

There was one damage report, which reported that two spindles on I don't know if it was the same chair or different chairs –

**MR. MALLAMO:**

I would just like to follow up on that a little bit and to answer Bill's question, is anybody going to be there? I or a very senior level staff member anytime that room is used would have to be there. I insisted that the time a year ago when we did it, on personally moving the chairs because I was accepting responsibility. Steve even offered to help me, and I would have loved the help because those are heavy chairs. There are 16 of them, and to carry them up and down stairs twice with a bad back – but I did it. I was so concerned

because the leather is very fragile and I moved like a robot, so slow, because I didn't want to damage anything.

**DR. GITTELMAN:**

I remember. I was exhausted and wanted to get out.

**MR. MALLAMO:**

And they were inspected. In fact, when they were all in place in the basement and then back upstairs I said to Steve that I wanted him to look to see if there was any problem. Steve was there, your wife was there, and my wife was there.

**DR. GITTELMAN:**

We all checked.

**MR. MALLAMO:**

There was absolutely no problem when we left that room that night. The next morning at 9:01 I had a report that there were two chairs damaged.

**DR. GITTELMAN:**

I thought it was spindles.

**MR. MALLAMO:**

It was spindles on the chairs.

**MS. LEBOW:**

Did you find the damage yourself?

**MR. MALLAMO:**

There may have been damage but what I'm saying is that it was not in place when we left those chairs that evening.

**DR. GITTELMAN:**

We didn't see anything.

**MR. D'ORAZIO:**

So why don't we move forward rather than beat a dead horse and say that we should make a resolution that any events that are held in the museum location or rooms or mansion should be done at the discretion of the Executive Director, and also that it is the responsibility of the Executive Director to maintain the integrity of that event.

**DR. ROGERS:**

Second.

**DR. GITTELMAN:**

Discussion?

**MR. LUECKE:**

There are a lot of rooms in the mansion, some of which are regularly used, such as the Lancaster Room.

**MR. MALLAMO:**

That room we do use on a regular basis.

**MR. LUECKE:**

So that a room such as that or the courtyard, that we have permission to use that any time. That doesn't have to be every time somebody uses it we need permission.

**DR. GITTELMAN:**

But you see, there are spaces that – even that room falls under the aegis of the Executive Director. It doesn't fall under the Board. It's really the Executive Director who oversees the collections, and that room is part of the collection.

**MR. LUECKE:**

Carol leases that out regularly.

**DR. GITTELMAN:**

That's right, under his guidance with his permission, it's implied.

**MR. D'ORAZIO:**

And that it should also be stated that the Executive Director should make sure that the integrity of the museum, exhibits and structure is maintained.

**DR. GITTELMAN:**

He may designate someone to represent him. I'm not saying that the Executive Director has to be present at all events, but I am saying that like any other institution the CEO is responsible. He controls the decision as to what facilities to use or not.

**MR. MALLAMO:**

I think I was the Director that stopped use of that room for the holiday party because frankly when I came to the first party I was surprised. With the event that we had last year, I had no problem. I think we took every precaution. What we didn't mention, the major thing I would be most concerned about would be a carpet or a floor. That's a ceramic tile floor that even a spill wouldn't have been a problem.

**DR. GITTELMAN:**

We are not using original dishes. We are not using anything –

**MR. MALLAMO:**

We are not using the side pieces for serving.

**MR. D'ORAZIO:**

You don't want to say that you may not use that, so what we want to do here is say that it's essential that we do exploit this museum within parameters to get the most revenue that we can to maintain the museum, especially in today's economy with museums.

**DR. GITTELMAN:**

But at the same time protecting the integrity of the structure. Just to give you – and I know it's beating a dead horse, but I want you to understand there is tremendous press for doing this. The American Museum of Natural History has used events in many of its rooms. I've been in attendance at a number of them. The Metropolitan Museum of Art does the same thing. Quite frankly, at the Metropolitan Museum of Art with alcohol being poured on a regular basis, you can have an event in the impressionist room and somebody could be drunk and do something they might not do ordinarily and there may be a Van Gogh in the way.

**MR. LUECKE:**

I've been at those functions.

**DR. GITTELMAN:**

So it is not a case of where we are pioneering and abusing.

**MR. D'ORAZIO:**

Heckscher Museum had an event last month, a fashion show, right in the museum with alcohol. It was maintained by their staff.

**MR. LUECKE:**

I think that David is right, that in any asset of the museum that the Board could use to benefit the museum without endangering the asset should be done. I would hate to think that because we passed this, we're saying that every single time the Lancaster Room or the courtyard is used it has to be okayed by Lance.

**MS. LEBOW:**

Carl, I'm not sure I understand your concern.

**MR. LUECKE:**

The resolution is that Lance has to okay the use, implying –

**MS. LEBOW:**

Any time someone books the –

**MR. LUECKE:**

He does not okay it.

**MS. LEBOW:**

But he's given a certain blanket authority to someone to do certain things.

**MR. LUECKE:**

But we don't want him to do that for this particular room.

**DR. GITTELMAN:**

No, and he won't. This room would be on a –

**MR. MALLAMO:**

This room really isn't designated as a –

**MR. D'ORAZIO:**

Lance delegates to his staff what the responsibilities are. He is obviously going to say that that room is –

**MR. LUECKE:**

And you don't think that has to be clear in the resolution?

**DR. GITTELMAN:**

What we're saying is that he can designate a person to be responsible. Look, every cobblestone in the place is part of the collection.

**MS. LEBOW:**

But his responsibility is not only for what he oversees personally but what his designee oversees. So it is his responsibility if someone doesn't do it right. It could happen when he's there and it could happen –

**MR. LUECKE:**

In the case of the Lancaster Room, I think it's great to allow Carol at will – but in the case of this particular room, I think each and every time it should be reviewed by Lance.

**MR. MALLAMO:**

Yes, I agree.

**DR. GITTELMAN:**

And it would be at his discretion. I totally agree. Is there any further discussion? All in favor? Opposed? Abstentions? **It passes unanimously. (Vote: 9/0/0/6 Absent: Mr. Kleinberg, Ms. Fuhrmann, Ms. Figalora, Mr. Parr, Dr. Pecorale & Mr. Swinson.)**

The second part of your paragraph was –

**MS. OLDRIN-MONES:**

Is it being used in accordance with AAM guidelines?

**DR. GITTELMAN:**

I assure you, and I will stake my reputation that what we have just put out there is according to AAM guidelines. The third part was, do we intend to continue to do this? I would say, as long as the Executive Director approves it, we will continue to do it.

**MS. OLDRIN-MONES:**

Okay, thanks for clarifying that.

**MR. OLIVIERI:**

Lance, was this stuff brought to your attention directly by the staff people first?

**MR. MALLAMO:**

When you say this stuff –

**MR. OLIVIERI:**

The report said there were concerns mentioned to the committee about this room in use. I'm asking you if this was brought to your attention prior to the Board hearing about it.

**MR. MALLAMO:**

Yes.

**MR. OLIVIERI:**

Okay, because I'm hoping that anybody who says stuff directs all these employees back to the Executive Director and let you –

**MR. MALLAMO:**

Actually, when this came up for the auction that we had at the gala, it was at our last Development workshop where the Board discussed it. I believe I did raise at that time that there would be concerns from our curator. I thought very confidently that those concerns could be overcome because I thought we had overcome them once. I will again assert that it is my position that there was no damage to the chairs when we left that room that night. I think with the proper oversight and care, I don't see a conflict.

**MR. LUECKE:**

That's correct. Lance brought it up at that meeting.

**DR. GITTELMAN:**

Okay, any other questions? Thank you for that report. Finance Committee.

**MR. DELUISE:**

If you look at your Treasurer's Report that's in your packet, you'll see the numbers at the end of August. It appears that we have a deficit up to this part of the year of about \$49,000, which would be if we didn't have anything special going on in the positive, beside the ordinary, we could look at a possible deficit. If you look at your numbers, it may be closer to \$85,000 to \$100,000.

Earlier we mentioned Arrow Electronics and the wonderful event they had and the possibility of them getting involved in the donor area both for two weeks in December and maybe on a more important project overall for a long time. That, I think, would help us go into a more positive direction.

When we look at our gala, which is not listed here, we mentioned before that we had a net profit of about \$19,000. We are leading in the right direction. We are going to be reviewing our renewals and our membership, and we will be looking at a year January 1, so everyone will be getting an annual January to January membership. That should be providing some revenue as we go into it. Lance is going to be putting together a mailing within the next few weeks or the next month to kind of promote that. If you look at that, there are some possibilities for us to at least start to work ourselves out of the hole.

Things are still very tight. We suggested possibly looking at some of our receivables and seeing if some of those people, some of our consultants we could look at the need for what we're doing and kind of question that.

**DR. GITTELMAN:**

Mike, you meant payables.

**MR. DELUISE:**

I'm sorry, yes, I meant payables. But if we look at our payables, then maybe we could look at some of the people that we owe money to and we look at our payment schedule to them and how much we're going to be liable to them and look at our need and requirement for some of the consultants and other services that we have.

Other than that, things are tight. Hopefully Arrow Electronics will look at us and maybe as Carol goes along with some of the grants and some other corporate sponsors that could help put us in the right direction. That's the end of my report.

**DR. GITTELMAN:**

Thank you. Nominating Committee. Let me just give you an overview of the way we typically handle this. We are going every other month for meetings, so it's a little bit different this year than it would normally be. Normally we would do it in November, but this year we will do it in October only because we don't have a regular business meeting in November. We would appoint a Nominating Committee that would come back in December with a slate of officers that are recommended to the Board. They are not mandatory. People can certainly be nominated to the slate to run despite the recommendations of the Nominating Committee. Because it is important to get a slate of officers working early, I am going to recommend that our first business meeting in the new year be in January, as opposed to being in February, which would be the case if we went October, December, February. I would recommend it be October, December, January, and then we could go every other month. If you all agree and if any of you have any problem with that schedule, please let me know. Therefore, I would call for any nominations. We're looking for members of the Nominating Committee.

**MR. OLIVIERI:**

You don't usually appoint them?

**DR. GITTELMAN:**

No, I don't appoint them –

**MR. OLIVIERI:**

You don't?

**MR. LUECKE:**

No, that comes from the floor.

**MR. OLIVIERI:**

Sorry.

**DR. GITTELMAN:**

You guys control the place. You guys nominate the place. If you would be so kind, can I have the first nomination? I would recommend that it be an odd number, three. If you insist, five. But if you're happy with three, three is good.

**MR. LUECKE:**

I think the bylaws say that it has to be a certain number. I believe the number is three.

**MS. LEBOW:**

I think you're right.

**DR. GITTELMAN:**

Then by all means, let's begin.

**MS. LEBOW:**

I nominate Carl.

**DR. GITTELMAN:**

Do I have a second for Carl?

**MR. MACCHIONE:**

Second.

**MR. DELUISE:**

I nominate Dan Olivieri.

**DR. GITTELMAN:**

Do I have a second?

**MS. OLDRIN-MONES:**

Second.

**MS. LEBOW:**

I nominate Gretchen.

**MR. OLIVIERI:**

Second.

**DR. GITTELMAN:**

I have three nominations. Is there a fourth? If there are no other nominations, then can I have a motion to close the nominations?

**MR. MACCHIONE:**

I'll make the motion to close.

**MS. OLDRIN-MONES:**

Second.

**DR. GITTELMAN:**

All in favor? Opposed? Abstentions? **It passes unanimously. (Vote: 9/0/0/6 Absent: Mr. Kleinberg, Ms. Fuhrmann, Ms. Figalora, Mr. Parr, Dr. Pecorale & Mr. Swinson.)**

Can I have a motion to accept the slate as nominated?

**MR. DELUISE:**

I'll make the motion to accept the slate as nominated.

**MR. MACCHIONE:**

Second.

**DR. GITTELMAN:**

All in favor? Opposed? Abstentions? **It passes unanimously. (Vote: 9/0/0/6 Absent: Mr. Kleinberg, Ms. Fuhrmann, Mr. Parr, Dr. Pecorale & Mr. Swinson.)** We now have a Nominating Committee. The Nominating Committee chooses its own Chairperson and meets at its own convenience and reports back to us in two months.

**MR. LUECKE:**

We report back at the December meeting.

**DR. GITTELMAN:**

That's correct, which will be the third Wednesday of every month. Director's Report.

**MR. MALLAMO:**

There are two items I'd like to discuss. Back a year ago we submitted a draft long-range plan, and I had recommended that maybe we would want to set up a Long Range Planning Committee to help develop that plan. With all of the other pressing issues at the museum, we kind of back-burnered that. Since Carol started, I have been having her work up some grant proposals that are going to be coming up in the next four to six weeks. In working on that and having her look at reviews from previous grants that we applied for that we didn't get, she identified that this is a particular weakness of ours. Carol, maybe you could take the microphone and explain. You have in your packets some draft talking points that Carol came up with that has Suffolk County Vanderbilt Museum in script on top. We would like to upgrade what we have for this upcoming grant round. We're not going to be able to prepare a whole new plan at that point but we thought we could get a program in place to start developing and upgrading the plan we have. Let me let you take it over.

**MS. HART:**

With many of the grants, particularly the federal grants, you're now required to have a strategic plan. We are working on an IMLS grant, for example. Not only do you have to have the strategic plan, but all your goals, your objectives, everything that you're asking for has to fit into this strategic plan. Unless we have a strategic plan in place or at least something that I can say the Board is working on, we can't apply for that particular grant. In fact, all grants nowadays in the museum world look for institutional strategic plans.

The difference between the long-range plan and the strategic plan is that they look for not only your mission, your vision, your long-range goals, but they want to know specifically the objectives for these goals and the strategies to accomplish these objectives. How you're going to raise money, for example, to fund a particular objective is part of it and assessment and evaluation is also an important part now of a strategic plan. All these things are required to be able to go forward with any of the federal grants. It's something that's good for the institution as a whole as well.

So I ask Lance if it's possible to have something to start this process with the Board. It's a long process. Usually you have to show how it's involved, not only the Board but staff and community as part of a process so it's not something that I can write or Lance can write and just have you approve. It is something that everyone should be invested in. I was hoping if we could get at least the starting document, a working document maybe, that I could put it out there and say that we formed a committee and we are moving forward on this. We would then be able to go forward with some of our applications.

**DR. GITTELMAN:**

How would you like us to proceed here?

**MS. HART:**

Lance and I talked, and I think if you set up a Strategic Planning or a Long-Range Planning Committee to get going, there are lots of – the museum plus the association puts out a strategic planning planner to help so that we could get going with this. For today, if you want to take a quick look at the updated long-range goals and maybe you could agree that this is a good starting point for us –

**DR. GITTELMAN:**

Do you need us to agree to this as a good starting point?

**MS. HART:**

Yes, I don't want to –

**DR. GITTELMAN:**

Would you like us to read this into the record?

**MS. HART:**

If you could quickly read through it again, it's basically a reworking of the draft long-range plan that Lance had. It's just a slightly different format but more in the format that we'll be working with. Lance had worked out the different functional areas and schedules and narratives. This is just trying to pull things together in a little different format.

**DR. GITTELMAN:**

So if everybody would read this now, please, with the caveat that next time e-mail this to us instead.

**MR. OLIVIERI:**

Can we add to this?

**MR. MALLAMO:**

Absolutely. If there is anything you want to incorporate into this –

**MR. OLIVIERI:**

I'm looking at goal three – to inspire a sense of wonder and discover the physical cultural world --

**DR. GITTELMAN:**

Shouldn't we read this before we start? Has everyone completed reading this? Are we prepared to discuss this?

**MR. MACCHIONE:**

On number two, Steve, (F) where it says on the second page on the top, upgrade planetarium equipment including projector, would you want to include in that to include the Goto projector to make it a little bit more specific?

**DR. GITTELMAN:**

We could do that. Although that does give a grant designation that we may not want to be limited to a brand, but that would be up to the Board.

**MR. MACCHIONE:**

Is there another –

**MR. MALLAMO:**

We could say star projector.

**DR. GITTELMAN:**

Dan, I know you had something you wanted to say before.

**MR. OLIVIERI:**

I'm just looking for where my lions go.

**DR. GITTELMAN:**

We know where they go. Now go get them.

**MR. OLIVIERI:**

We know where they are, too.

**DR. GITTELMAN:**

They go on the two columns outside of –

**MR. OLIVIERI:**

The only problem is how to get them.

**DR. GITTELMAN:**

Back to this matter, to encourage scholarly use of our collections.

**MS. LEBOW:**

Where are you reading?

**DR. GITTELMAN:**

Is it in here someplace?

**MS. HART:**

I thought I put something about scholarly research, investigation, but we can make it more –

**MR. OLIVIERI:**

That's goal three.

**MR. D'ORAZIO:**

Also goal two has something in regard to that.

**MS. HART:**

Again, I would assume there will be lots of discussion on this and input from a lot of different places.

**MR. LUECKE:**

You need this in order to apply for grants?

**MS. HART:**

Yes.

**MR. LUECKE:**

So that this could be the document that you use. It doesn't mean that it's a static document. We could change it from time to time.

**MR. DELUISE:**

It's a work in progress.

**MS. HART:**

Yes, it's a work in progress. It's a starting point. I'm hoping this really will be a start. You'll get staff involvement and community involvement. Everyone will start thinking very carefully about this.

**MR. D'ORAZIO:**

Quite honestly, we're not really qualified – you're more qualified to create this than we are because you're used to the format. Obviously you brought it up to us that this has to be done. You're familiar with it. What I would say is that it looks for things to be official.

It looks good. It's very technical. If there are further updates, we would just ask that you forward those to us as time goes on.

**MR. MALLAMO:**

We're looking at this as a foundation, something we could build on and expand.

**DR. GITTELMAN:**

Do we have a motion?

**MR. MALLAMO:**

Could I have a little bit more discussion, Steve, because I just want to draw your attention to two other issues. Carol, very wisely, added a vision statement right here, which really clearly sets forth to become Long Island's premier waterfront cultural institution. We've been talking about the waterfront, but I think it's important that we put that right in the forefront of what we are, a focal point of modern day community based cultural arts, science, and educational activities for an increasingly diverse audience. She also picked up another very interesting point in our mission statement. Our mission statement is written right down there for you to see, with one exception, the word "bold" is in bold italics there. Our current mission statement reads in that line, "upon Long Island's Gold Coast era and end upon William K. Vanderbilt's desire that his marine natural history and natural graphic collections" – in thinking about that, it just says to me, what importance one word can bring to that because it sets apart that we're thinking about the bigger picture. We're thinking about Vanderbilt's collections, but in the style that I think Vanderbilt thought, of how can he bring new technologies and new collections into his own, which I know we've struggled with sometimes in the past. I think by adding that word in the mission statement, I don't know if we want to do that at this time or we want to think about it, but I was very impressed with the power that that word brought to that. I think it made a big difference in it.

**MR. DELUISE:**

I think as board members, we all have to buy into what the vision and mission is. Again, this is something that's in formation. So maybe this is what you go with now, and as you go over a period of time, you look at it. It's very important for us when we're talking to a donor or talking to a sponsor or we're talking to some of our neighbors or elected officials, that we're all in the same boat, that it is important and it's not just Carol putting it together. It's the input from not only us but the rest of the staff, so that everybody is on the same track with it. It's very important. You're right, one word like, "build" upon, do you add new technologies that were never part of this before?

**MR. MALLAMO:**

The proposal we're working on now is for the dinosaur exhibit. We have struggled before with that issue, how do the dinosaurs relate to the Vanderbilt Museum? I fully understand how they are related, but I think by adding this word, it pulls it right together as another natural history element of the museum.

**MR. DELUISE:**

And the Vanderbilt's were the first people that made pocketbooks out of the dinosaurs.

**DR. GITTELMAN:**

Well, I don't know about that. I'll have to check that out.

**MS. HART:**

All these things are important, but the grant will say, "How does this relate to your mission statement? I don't see dinosaurs in your mission statement."

**DR. GITTELMAN:**

Do you need any form of resolution or any form of comment from the Board other than the record that you have? Would you just like a sense of the Board resolution that says that with our sensibilities, we encourage you to go forward with developing it?

**MR. MALLAMO:**

I think that would be helpful because right now we really don't have an adopted plan in place.

**DR. GITTELMAN:**

We do but it's old.

**MR. MALLAMO:**

We do but it's out of date. That was a weakness that we had that when Carol did the review of our last application; that's where we fell down. Wouldn't you say that, Carol?

**MS. HART:**

Yes, that's what the reviewer's comments were. They were all in that area. That's something we can do.

**DR. GITTELMAN:**

Would it be possible for our trustees to give a motion that this fits within the sense of where we're going or how we view this, that this document captures our thoughts and

that it is a document under development?

**MR. LUECKE:**

It certainly does capture our thoughts.

**DR. ROGERS:**

Would this document continue so that we would have an opportunity to review what is thought and said now that's its developed on some periodic basis or as an inclusion is --

**DR. GITTELMAN:**

I think the second half of what Carol has asked for is, if you will, a Long-Range Planning Committee. I think that we should gather such a committee. I'm going to ask for -- my next step will be to ask for a Chairperson for such a committee and to formulate a committee. That committee will be made of Trustees and whomever else is appropriate to join, which by the way could be members of the public, members of the Legislature, members of other institutions, guest speakers from the AAM, whoever you want to bring in. Just to formalize this as our adopted working document. Can I have a motion to that effect?

**MR. MACCHIONE:**

I will make that motion.

**MR. LUECKE:**

Are we done with the discussion?

**DR. GITTELMAN:**

We will discuss after a motion is made.

**MR. MACCHIONE:**

I'll make the motion because I think this is excellent groundwork to build upon, like we said, a work in progress. I think it's very good, a fine document that you drew up.

**MR. LUECKE:**

I'll second it.

**DR. GITTELMAN:**

Additional discussion?

**MR. LUECKE:**

Just an observation. We should take this document to our next meeting because as Board members, goal four is really our objective. Those are the objectives that Dave was fulfilling with the drives, etc. It's great to have goals, but the question is, whose goals are they? Some of these are Board goals. Some of them aren't. We should pretty quickly identify which ones are Board goals and proceed to fulfill them.

**MS. LEBOW:**

Why don't we take a vote on the motion?

**DR. GITTELMAN:**

All in favor? Opposed? Abstentions? **It passes unanimously. (Vote: 9/0/0/6 Absent: Mr. Kleinberg, Ms. Fuhrmann, Ms. Figalora, Mr. Parr, Dr. Pecorale & Mr. Swinson.)**

**MR. DELUISE:**

Can I add something? Dowling College on October 27 we have somebody from the National Science Foundation coming up from Washington to meet with not only us but we have invited some other friends. I would like to ask Carol if she would like to be our guest to join us. It will be somebody who will be talking about grants and what the opportunities are. That will be a week from Friday. That's October 27. Carol, I hope you can come and join us.

**MS. HART:**

Yes, thank you.

**DR. GITTELMAN:**

Now to act on the second half of the request, which is to form a Long-Range Planning Committee, which I think is a wonderful idea. I would like to ask, is there a Trustee who finds this mission close to their hearts and might be willing to serve as Chair? Okay, we have a volunteer, Dan Olivieri, who will chair the committee. I'm going to ask now for volunteers to serve on that committee.

**MR. DELUISE:**

I'll volunteer.

**DR. GITTELMAN:**

Michael, thank you. Bill Rogers is another volunteer and also David. Very good. If anyone else wishes to join that committee, you know that you're welcome.

**MR. OLIVIERI:**

I just wanted to say that some of the Trustees who aren't here tonight might be drafted at a later date.

**DR. GITTELMAN:**

That would be good. Okay, so, Carol, is that the business that you bring to the table?

**MS. HART:**

Yes.

**MR. MALLAMO:**

Thank you, Carol. The only other item I would like to bring up or just in the process of initiating the 2005 audit, as I indicated some months back, we are now required to appoint an Audit Committee of members, but not including the Treasurer or the President, to assist in the oversight of that audit.

**MR. LUECKE:**

When you say we were supposed to have such a committee, this is by –

**MR. MALLAMO:**

This is by the Board of Regents.

**MR. LUECKE:**

And this committee should not be Trustees or should be Trustees?

**MR. MALLAMO:**

Should be Trustees but not the President and not the Treasurer.

**MR. LUECKE:**

And what exactly are they auditing?

**MR. MALLAMO:**

They are going to oversee the preparation of the financial statement for the year.

**DR. GITTELMAN:**

Typically I did it with the Treasurer, but now that the actual law – this is by order of the Board of Regents – now prohibits me from doing it. I'm not going to miss it.

**MR. LUECKE:**

I'd be happy to help.

**DR. GITTELMAN:**

I knew you would be. Would you chair this committee?

**MR. LUECKE:**

As long as somebody else joins me.

**DR. GITTELMAN:**

I will be looking for two Trustees. Who else will join? It's a dastardly duty.

**MR. LUECKE:**

What is the time line of this particular situation?

**MR. MALLAMO:**

We're just assembling the documentation now. We have already started that process. I expect they are probably going to be actually coming out here late next week.

**MR. LUECKE:**

And the Auditing Committee is to look at all the documents that they request and then look at the documents -- this is what the request is and then look at the documents that they are receiving?

**MR. MALLAMO:**

Yes, I would assume that and to also meet with them periodically to see that they have what they need.

**MR. LUECKE:**

I'd just like to know what the standards are. What are the standards of the Audit Committee?

**MR. MALLAMO:**

I don't know that myself, Carl, but I'll check and see what the standards are.

**DR. GITTELMAN:**

The Board of Regents has ordained this, so they must have some standards.

**MR. LUECKE:**

There is some sort of liability here if you're setting up an Audit Committee, you check on, obviously, the President and the Treasurer of an organization, then you're checking to make sure that the papers go to the auditor correctly. They must have procedures.

**MR. MALLAMO:**

Yes, I would say so.

**MR. LUECKE:**

I will be glad to Chair it once I see those standards.

**DR. GITTELMAN:**

I already have you on the record as having volunteered as chair. Don't be an Indian giver, Carl.

**MR. OLIVIERI:**

Bill and I will help you in that committee, if you chair it.

**MR. LUECKE:**

You're laughing.

**MR. OLIVIERI:**

I'm not laughing; I'm dead serious. Bill and I will help out.

**MR. LUECKE:**

Bill has his fingers crossed.

**DR. GITTELMAN:**

No, he doesn't. It's set in stone. We'll let you look at the requirements from the Board of Regents. I will gladly accept you as a volunteer for Chairman of that Committee. That was the Director's Report. Yes, Susan.

**MS. LEBOW:**

I'd like to move that we go into executive session to discuss a personnel issue.

**DR. GITTELMAN:**

Thank you very much. Do I have a second?

**MR. DELUISE:**

Second.

**DR. GITTELMAN:**

We will now go into the classroom for a discussion of a personnel matter.

**MR. OLIVIERI:**

Before we go to the back, will this be the end of the meeting, so these folks don't have to hang out all night?

**DR. GITTELMAN:**

You do have to hang out all night.

**MR. OLIVIERI:**

I'm just trying to help them.

**DR. GITTELMAN:**

You are such a good fellow.

**MR. LUECKE:**

Isn't there a game tonight?

**MR. MACCHIONE:**

Yes.

**DR. GITTELMAN:**

We'll now go into executive session.

**(Executive Session: 8:40 – 9:45 P.M.)**

**DR. GITTELMAN:**

In executive session the discussions were basically about Lance Mallamo and the fact that he has informed the Board that he has taken part-time employment with the Town of Brookhaven. For this time, we are accepting that he is taking that employment, and we are also subject to the advice of counsel. We are accepting his commitment to provide the museum with his full-time services. We expect that he will be a full-time Director. Is there further discussion?

I need to repeat one thing that I said in executive session, and I feel the need to say it. This Board works together extremely well. I'm proud of the way it's performed over the past year. The lack of divisiveness has really characterized our ability to get things done. I hope that the entire institution continues to work as a single unit. I hope that in the new year we focus on the important unity as a group, that we move forward to pursue the kinds of things that Carol brought to our attention.

**MS. LEBOW:**

Here, here.

**DR. GITTELMAN:**

Old business? Yes, Lance.

**MS. MALLAMO:**

We do have an item. Back in June we had passed a resolution authorizing me to execute the requirements of the New York State Parks Grant relating to the replacement of the observatory telescope. I've been asked to clarify that a little better with a better resolution. They would like the Secretary of the organization here to confirm it's been adopted. Dave, do you want to read that? This was a grant for \$15,000. We have to replace the observatory telescope here in the planetarium. We adopted a resolution that said pretty much that I had to do what I had to do to get it done.

**MR. D'ORAZIO:**

Back in June 21, 2006 we did pass a resolution allowing the Executive Director to exhaust whatever means he needed to exercise the grant process for this particular replacement of the observatory telescope. I went back into the minutes and checked it, and it is indeed correct. I will read the resolution, and then we'll look to pass it.

A resolution in the appropriate form provided below must be passed at an official meeting governing body of the applicant.

Resolved, that J. Lance Mallamo, as Executive Director of our organization or municipality, is hereby authorized to sign legal documents on behalf of our organization pertaining to the New York State Parks Grant pertaining to the replacement of the observatory telescope.

I'll make the motion.

**MR. MACCHIONE:**

Second.

**DR. GITTELMAN:**

Discussion? All in favor? Opposed? Abstentions? **It passes unanimously. (Vote: 9/0/0/6 Absent: Mr. Kleinberg, Ms. Fuhrmann, Ms. Figalora, Mr. Parr, Dr. Pecorale & Mr. Swinson.)**

Is there any other old business? New business? We have already had an executive session, and there has been no call for an additional executive session. Is there such a call?

**MS. PASTORE:**

Excuse me, Lance, are there any excused absences?

**MR. MALLAMO:**

Yes, I'm sorry. Maria Figalora contacted me to tell me she had burned herself and had been to the doctor today and was unable to be here. I know Marjorie Fuhrmann is attending to an immediate family member that's been hospitalized. I believe it's her brother-in-law. Those are the excused absences.

Before we end, I know Dave has offered to show us the "Haunted Skies" planetarium show, and I just want to formally thank Ray Adell, the narrator of the show, who has done a great job in the past in his "About Long Island" series. We were very fortunate to get him to narrate the show. I know it's going to be a very popular addition here at the museum for years to come. I hope you'll be able to join us for that. Thank you.

**DR. GITTELMAN:**

Obviously, Lance and I didn't coordinate this, but because of the late hour, and because of the need for executive session, I am going to say that you may not get the best attention from the Trustees tonight. Unless I am overruled by my colleagues – I know I have one murmuring in my ear. With my apologies.

**MR. BUSH:**

That's okay. I would just say if you could come on your own time –

**DR. GITTELMAN:**

But we would like you to show it to us at the next meeting in a month. Would you be willing to do that?

**MR. BUSH:**

Absolutely.

**DR. GITTELMAN:**

Are you all okay with that?

**MS. OLDRIN-MONES:**

Maybe we could watch it at the beginning of the meeting.

**DR. GITTELMAN:**

That would be a good idea. We do apologize. Can I have a motion to adjourn?

**DR. ROGERS:**

Motion.

**MS. LEBOW:**

Second.

**DR. GITTELMAN:**

**It passes unanimously. (Vote: 9/0/0/6 Absent: Mr. Kleinberg, Ms. Fuhrmann, Ms. Figalora, Mr. Parr, Dr. Pecorale & Mr. Swinson.) We stand adjourned. Thank you.**

**(Dr. Steven Gittelman adjourned the meeting at 9:55 P.M.)**

**SG:ap**