

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of February 15, 1996

The regular monthly meeting of the Board of Trustees was held on February 15, 1996 in the Northport Library.

C. Annette Carr called the meeting to order at 4:00 p.m. in the Northport Library's Director/Board Conference Room.

Also attending were Elizabeth McGrail, Ruth McKay, Michael Glennon, Stuart Goldblatt, Assistant Director Eileen Minogue and Director Stephanie Heineman.

Douglas McNally was present for the building program discussion.

MINUTES OF PREVIOUS MEETING

Mr. Glennon moved to approve the minutes of January 17, 1996 as amended, seconded by Mrs. McKay and unanimously carried.

FINANCIAL SECRETARY & TREASURER'S REPORT

Mr. Glennon moved to approve warrant for \$38,956.35, page 2405, seconded by Mrs. McKay and unanimously carried.

Mr. Goldblatt moved to approve warrant for \$127,930.88, page 2406, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve warrant for \$129,991.25, page 2407, seconded by Mr. Goldblatt and unanimously carried.

Mr. Goldblatt moved to approve warrant for \$100,335.57, page 2408, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$77,276.78, page 2412, seconded by Mr. Glennon and unanimously carried.

The Board accepted the payroll for the period ending:

January 22, 1996	page 1504	\$85,419.63
January 23, 1996	page 1505	15,085.99
February 1, 1996	page 1506	704.34
February 6, 1996	page 1507	85,217.59

Mr. Glennon moved to adjourn the regular meeting, seconded by Mrs. McKay and unanimously carried.

Mr. Glennon moved to convene in Executive Session to discuss personnel matters and matters leading to the appointment of professional contracts and the disposition of real property, seconded by Mr. Goldblatt and unanimously carried.

Mr. Goldblatt moved to adjourn the Executive Session, seconded by Mrs. McKay and unanimously carried.

Mrs. McGrail moved to reconvene the regular session, seconded by Mr. Glennon and unanimously carried.

Mr. Glennon moved to authorize the Director to execute the Contract with Turner Construction Company, seconded by Mrs. McKay and unanimously carried.

Mr. Goldblatt moved to authorize the Director to execute the Contract with Beatty, Harvey and Associates, seconded by Mrs. McGrail and unanimously carried.

Mrs. McKay moved to authorize the Director to execute the following resolution:

RESOLUTION

WHEREAS, the Trustees of the Northport-East Northport Public Library, in connection with their construction of a new library adjacent to the John Walsh Park on Larkfield Road, East Northport, have requested that the Town of Huntington formalize the longstanding joint use of the parking lots located adjacent to the park and library, and

WHEREAS, in connection with the construction of the new library the Library Trustees have requested the Town's consent to a Department of Health sanitary system variance, and

WHEREAS, the Library Trustees have offered to improve the existing parking facilities and assume the cost of repair and maintenance of such parking lots, and

WHEREAS, the terms of the above request are more particularly detailed in an Intermunicipal Agreement, a copy of which is annexed.

NOW, THEREFORE, BE IT RESOLVED that the Supervisor of the Town of Huntington is authorized to execute the annexed Intermunicipal Agreement on behalf of the Town Board and Trustees of the Town of Huntington and to take all other actions on behalf of the Town of Huntington necessary to carry out the terms of such agreement.

Seconded by Mr. Goldblatt and unanimously carried.

Mr. Goldblatt moved to change the Personnel Policy, Emergency Closings Section, seconded by Mrs. McGrail and unanimously carried.

Mr. Goldblatt moved to authorize the Director to execute a lease for 85 Larkfield Road with Valentine Ryan, 27 Laurel Road, East Northport, for a term of twelve months, rent not to exceed \$1,000.00 plus utilities per month, subject to attorney review of the lease, seconded by Mrs. McKay and unanimously carried.

COMMUNICATIONS

A thank you was received from Jacqueline Reed for the "beautiful watch" she received upon the occasion of her retirement.

A letter was received from Mario Facinelli of Northport suggesting ways Laurel Avenue can be made safer for pedestrians crossing the street in front of the Northport Library.

DIRECTOR'S REPORT

The Director reported on the following administration activities:

It was a busy month with a lot of activity. Conferred with Valentine Ryan owner of the store at 85 Larkfield Road, East Northport, to be adapted for interim library service; Met with the staff in East Northport. Set up a dialog for the library's future; Jacqueline Reed has retired from East Northport. Peg Vespe will fill her role for the interim, with a replacement to be made after the building is completed.

Met with Gary Hall of the American Library Services - library moving and storage. East Northport collection will be first, the estimate approximately \$45,000 for moving and storage, cartons, and new security strips. The warehouse is in Farmingdale. The interim service will house popular materials, paperbacks, audios, new books, and children's collection. 60-65 thousand books will be in storage. 20% of the collection is in circulation. As materials are returned they will be boxed and stored.

Attended Long Range Planning Committee meeting; Michael Conte is drafting a mailing to update the community about the building program; Met with Pete Ribek of 3M regarding the security system, self check and management flow of circulating materials. The Circulation staff will be participating in the discussion regarding the setup of this work flow in the new building; Work session with Turner Construction. Discussed the timetable. The 50% cost estimates for East Northport are complete. Appropriate revisions will need to be made before sending to the State.

The Gildersleeve closing took place on February 6, 1996. An appropriate memorial to the Gildersleeve family will be made in the new East Northport Library building; Helen Miller, Civil Service Analyst, approved our payroll for audit 1995; A site visit was made to the Huntington Public Library storefront branch, Book Review in Huntington and Barnes and Nobles; The New York State Annual Report is being finalized to return to SCLS; Praised Michael Glennon's beautifully written article about the history of the Bond vote and Building Program. Meaningful to have.

Have submitted an application for the John Cotton Dana award for public relations to the American Library Ass. Represents work on the building program, how it evolved from day to day. Winners will be notified in the spring.

PERSONNEL REPORT

Mrs. McKay moved to approve "A" Salary increases in the Personnel Report as follows:

Vanessa Alabaneze, Page/Step 2, Children's-EN, 2/8/96; Andrea Avena, Page/Step 4, Children's-EN, 2/1/96; Jessica Bartow, Page/Step 2, Young Adult, 2/14/96; Barbara Belford, Page/Step 5, Ref,-EN, 2/17/96; Kristine Cody, Page/Step 10, Ref. Npt, 2/1/96; Elizabeth Englert, Page/Step 4, Children's-Npt, 2/10/96; Craig Forbell, Page/Step 4, Children's-Npt, 2/9/96; Victor Howard, Page/Step 2, Ref-Npt, 2/3/96; Heather Littlewood, Page/Step 2, Ref-Npt, 2/1/96; James McCann, Page/Step 2, Ref-EN, 2/21/96; Melissa Voizard, Page/Step 4, Children's-EN, 2/8/96; Robert Lazzaro, Guard/Step 2, Security, 1/22/96, seconded by Mr. Goldblatt and unanimously carried.

PERSONNEL Report (cont.)

Mr. Goldblatt moved to approve "B" New Employees in the Personnel Report as follows:

Daniel DiSpigno, Guard/Step 1, Security, 1/22/96, seconded by Mrs. McGrail and unanimously carried.

Mrs. McKay moved to approve "E" Other of the Personnel Report as follows:

Kristine Moore, P-T Librarian I/Step 1, Ref, 1/22/96. (Transfer upon completion of MLS from Librarian Trainee to Librarian I); Patricia Van Loon, P-T Librarian I/Step 1, Children's, 1/22/96 (Transfer upon completion of MLS from Librarian Trainee to Librarian I; Librarian II, Grade 15, Community Services, ASAP (New Civil Service Position), seconded by Mr. Goldblatt and unanimously carried.

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY PROPOSED LIBRARY BUDGET 1996/97

The Director and Board discussed and reviewed the proposed 1996/97 library budget.

OUT OF DISTRICT FEE

Mr. Goldblatt moved to approve the resolution to increase the out of district fee to \$243.00 effective July 1, 1996, seconded by Mrs. McKay and unanimously carried.

Mr. Glennon moved to increase the senior citizen out of district fee to \$125.00, effective July 1, 1996, seconded by Mrs. McGrail and unanimously carried.

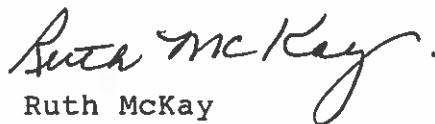
DATE OF NEXT MEETING

Wednesday, March 20, 1996 at 4:00 p.m.

ADJOURNMENT

Mr. Goldblatt moved to adjourn at 6:08 p.m., seconded by Mr. Glennon and unanimously carried.

Respectfully submitted,



Ruth McKay
Secretary