

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY  
Meeting of October 17, 1996

The regular monthly meeting of the Board of Trustees was held on October 17, 1996 in the Northport library Director/Conference Room.

Michael Glennon called the meeting to order at 1:10 p.m. Also attending were Elizabeth McGrail, C. Annette Carr, Ruth McKay, Stuart Goldblatt, Director Stephanie Heineman and Assistant Director Eileen Minogue.

Also attending were Henry Graber, library accountant from Graber & Company, and Douglas McNally, library counsel.

**MINUTES OF PREVIOUS MEETING**

Mr. Goldblatt moved to approve the minutes of September 19, 1996 as presented, seconded by Mrs. Carr and unanimously carried.

**FINANCIAL SECRETARY & TREASURER'S REPORT**

Mrs. Carr moved to approve warrant for \$107,402.17, page 2469, seconded by Mrs. McGrail and unanimously carried.

Mr. Goldblatt moved to approve warrant for \$55,538.98, page 2471, seconded by Mrs. McGrail and unanimously carried.

Mrs. McKay moved to approve warrant for \$198,928.55, page 2472, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve warrant for \$92,486.03, page 2473, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$512.56, page 2474, seconded by Mr. Goldblatt and unanimously carried.

Mr. Goldblatt moved to approve warrant for \$57.50, page 2475, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve warrant for \$1,090.00, page 2476, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve warrant for \$92,119.00, page 2486, seconded by Mrs. McGrail and unanimously carried.

The Board accepted the payroll for the period ending:

September 16, 1996	page 1524	\$80,809.85
October 4, 1996	page 1525	84,586.84

**DIRECTOR'S REPORT**

The Director was informally notified by Gerald Nichols, Director SCLS, that the library will be receiving an additional \$2,000.00 from the New York State Construction Funds.

The construction of the East Northport library is moving along on schedule. The foundation will begin to be poured on Friday October 18, 1996.

Bids for the Northport library will be going out on October 25, 1996. The bids will be opened on December 2, 1996.

## Director's Report (cont.)

Groundbreaking ceremony for the Northport library building program will be held November 19, 1996 at 3:30 p.m.

Northport construction is scheduled to start on January 4, 1997.

INNOPAC is up and running for staff training. All telecommunications for the twenty-eight libraries is in place.

INTERNET - A Home page Committee has been formed with the Director and Assistant Director meeting with Mary Jane Hunt, Judy Killen, Mary Ellen Moll and James Olney. The committee will be working with James Olney's original format to produce our home page to put on the web in the next couple of months.

The conversion of our payroll to ADP is now complete.

Budget planning for Fiscal 97/98 has begun. Department Heads have been given a packet to complete with their specific Department's requests and will be reviewed with the Director and Assistant Director in early November. The Director and Assistant Director will then prepare a budget document to be presented to the Board in January. This budget will represent our transition year and is therefore especially complex.

The Director and Assistant Director will be meeting with Mr. McNally to explore legal ramifications for fund raising projects and for the cafes in the two new libraries.

The Library Friends had a booth during Cow Harbor Day and at the Olde East Northport Festival. At East Northport they sold books and bags and raffled off a print of the old East Northport Library.

The Director and Assistant Director are working on a Jack Kerouac project with Barbara Johnson, Suzann Ritchel, Judy Killen, and Mary Ellen Moll. A forthcoming publication is scheduled.

**PERSONNEL**

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

Kathleen Morris, P-T Lib Clk/Step 1, Circulation, 9/16/96; Anthony Brunoni, Page/Step 1, Ref-Npt, 9/20/96, seconded by Mrs. Carr and unanimously carried.

Mrs. McKay moved to approve "C" Resignations of the Personnel Report as follows:

Craig Forbell, Page/Step 5, Children's-Npt, 9/5/96; Christine Cuilwik, Page/Step 5, Ref-Npt, 9/30/96, seconded by Mrs. McGrail and unanimously carried.

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

Barbara Kott, Library Clerk/Step 3, Tech.Processing, 9/30/96 (Transfer from P-T Library Clerk, Ref. Dept to F-T Library Clerk, Tech. Processing) seconded by Mrs. Carr and unanimously carried.

**AUDITOR'S REPORT-HENRY GRABER, GRABER & CO.**

Mrs. McKay moved to accept the report on examination, dated June 30, 1996, presented by Henry Graber, seconded by Mrs. Carr and unanimously carried.

Mr. Goldblatt moved to approve the budget modifications for the period July 1, 1995-June 30, 1996, seconded by Mrs. Carr and unanimously carried.

**DATE OF NEXT MEETING**

November 21, 1996 at 3:00 p.m. for a tour of the building site of the new East Northport Library; 4:00 p.m. regular meeting in the on-site trailer.

**ADJOURNMENT**

Mr. Goldblatt moved to adjourn at 2:28 p.m., seconded by Mrs. Carr and unanimously carried.

**EXECUTIVE SESSION**

Mr. Goldblatt moved to go into Executive Session to discuss employee contracts, seconded by Mrs. Carr and unanimously carried.

Mrs. McKay moved to leave Executive Session at 2:45 p.m., seconded by Mrs. Carr and unanimously carried.

**RETURN TO REGULAR SESSION**

Mrs. McKay moved to return to regular session, seconded by Mrs. Carr and unanimously carried.

Mr. Goldblatt moved to have Mr. Glennon execute the agreement and staff contract, seconded by Mrs. McKay and unanimously carried.

Mrs. McGrail moved to execute the custodian contract for July 1, 1996-June 30, 1999, seconded by Mr. Goldblatt and unanimously carried.

Mrs. McKay moved to increase the deferred compensation to \$45,000. for fiscal 1996/97, seconded by Mrs. Carr and unanimously carried.

**ADJOURNMENT**

Mrs. McKay moved to adjourn at 3:05 p.m., seconded by Mrs. Carr and unanimously carried.

Respectfully submitted,



Elizabeth McGrail  
Secretary