

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of May 18, 2011

Approved

The regular meeting of the Board of Trustees of the Northport-East Northport Public Library was held on Wednesday, May 18, 2011 at 11:00 AM in the Board Conference Room of the Northport Library.

1) CALL TO ORDER

Robert Little called the meeting to order at 11:12 AM. Also attending were Ruth McKay, Elizabeth McGrail, Patricia Flynn, Andrea Gladding, Director Eileen Minogue and Assistant Director James Olney.

Douglas McNally, Library Counsel, attended to discuss the suspension of a particular person and the staff contract negotiations in Executive Session.

2) MINUTES OF PREVIOUS MEETING

Mrs. McKay moved to approve the minutes of April 20, 2011 as amended, seconded by Mrs. Flynn and unanimously carried.

3) FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of warrants

Mrs. McKay moved to approve warrant for \$ 223,435.90, page 3801, seconded by Mrs. Flynn and unanimously carried.

Mrs. Flynn moved to approve warrant for \$ 92,668.15, page 3802, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$ 196,797.28, page 3803, seconded by Mrs. McKay and unanimously carried.

The Board accepted the payrolls for period ending:

April 29, 2011	Page 2024	\$ 186,694.97
May 13, 2011	Page 2025	191,325.35

B. Review of monthly expenditures

C. Review of statistical summary

4) COMMUNICATIONS

5) DIRECTOR'S REPORT

The Director's Report was given orally. In addition to the packet mailed in advance the report contained the following library service area highlights:

Circulation - East Northport - Circulation is nearing the 50/50 split between print and media materials.

Circulation - Northport - The new Silver Star Coupon Books became available April 25 and patrons were immediately asking for and using them.

Community Services -The St. Francis Hospital Outreach Mobile Bus had 31 patrons avail themselves of the service despite the very rainy weather.

Computer Services - A demonstration of the new catalog to staff resulted in many suggestions for continued improvement.

East Northport - The library supports the college students and adults who have an increased need to have proctoring of their professional exams. Attempts to alleviate increasing parking concerns led to a calendar compiling Town baseball games with library program offerings and notifying library security, and Public Safety, if necessary.

Local History - Community residents have complimented our East Northport "Museum" that was created at our storefront.

Network & Systems - A new color printer is now available for patrons to make copies and scan to a USB drive.

Youth Services - Pederson-Krag Center was so impressed with the Health Resources Bibliography that they requested copies for their clients.

The Drug and Alcohol Task Force Book Discussion on the book TWEAK was attended by 26 people, both adults and students.

Administration - The impact on our library services and staff is being monitored based on the closing of the Smithtown Kings Park Branch for the next six months.

The application for a \$3000 Community Support Initiative Grant from Legislator Lynne C. Nowick is being filed with the supporting documentation.

6) PERSONNEL REPORT

Mrs. McKay moved to approve "B New Employees" in the Personnel Report, seconded by Mrs. Gladding and unanimously carried.

12) ADJOURNMENT

Mrs. McGrail moved to adjourn at 12:55 PM, seconded by Mrs. McKay and unanimously carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Patricia Flynn".

Patricia Flynn
Secretary

PERSONNEL REPORT
Approval of the Following Personnel Matters
May 18, 2011

A. Salary Increase			
<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
B. New Employees			
<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Robert Norwood	Security Guard/\$17.49 hr	Security	05/23/11
C. Resignations			
<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Timothy Crowley	Security Guard/\$17.69 hr	Security	04/21/11
Molly Baron	Page/\$7.40 hr	Computer Services	03/14/11
D. Retirement			
<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
E. Other			
<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Promotion			
Jaclyn DeStefano	FT Librarian I/Step 1	Youth Services	05/23/11
Request for Leave of Absence			
Damian Spiciarich	PT Custodial Worker I/Step 6	Buildings & Grounds	4/11/11 – 5/31/11
Seasonal Pages			
Briana Azzarelli	Seasonal Page/ \$8.25 hr.	Youth Services	06/13/11 – 08/12/11
Andrew Cowie	Seasonal Page/ \$8.00 hr.	Youth Services	06/13/11 – 08/12/11
Olivia D'Accordo	Seasonal Page/ \$8.25 hr.	Youth Services	06/13/11 – 08/12/11
Bionca Hinton	Seasonal Page/ \$8.25 hr.	Youth Services	06/13/11 – 08/12/11
Kathryn Murphy	Seasonal Page/ \$8.25 hr.	Youth Services	06/13/11 – 08/12/11
Theodore Robinson	Seasonal Page/ \$8.25 hr.	Youth Services	06/13/11 – 08/12/11

**PERSONNEL REPORT
ADDENDUM**

Approval of the Following Personnel Matters
May 18, 2011

A. Salary Increase

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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B. New Employees

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Elizabeth Klonowski	Page/\$7.25 hr	Computer Service	05/23/11

C. Resignations

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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D. Retirement

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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E. Other

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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