

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of June 15, 2011

Approved

The regular meeting of the Board of Trustees of the Northport-East Northport Public Library was held on Wednesday, June 15, 2011 in the Board Conference Room of the Northport Library.

1) CALL TO ORDER

Andrea Gladding called the meeting to order at 11:35 AM. Also attending were Ruth McKay, Elizabeth McGrail, Patricia Flynn, Robert Little, Director Eileen Minogue and Assistant Director James Olney.

2) MINUTES OF PREVIOUS MEETING

Mrs. McKay moved to approve the minutes of May 18, 2011 as amended, seconded by Mr. Little and unanimously carried.

3) FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of warrants

Mr. Little moved to approve warrant for \$ 275,538.89, page 3804, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$ 17,951.80, page 3805, seconded by Mrs. Flynn and unanimously carried.

Mrs. Flynn moved to approve warrant for \$ 184,935.89, page 3806, seconded by Mrs. McKay and unanimously carried.

Mr. Little moved to approve warrant for \$ 186,026.11, page 3807, seconded by Mrs. McGrail and unanimously carried.

The Board accepted the payrolls for period ending:

May 27, 2011	Page 2026	\$191,476.85
June 10, 2011	Page 2027	184,509.65

B. Review of monthly expenditures

C. Review of statistical summary

4) COMMUNICATIONS

The Director and Assistant Director received an email from patron Howard Boltson thanking them for the "many happy hours you continue to fill for me" in the library.

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.

Accounting - Library accountant Tong Wu has officially started auditing invoices and payroll toward the goal of an earlier audit completion and report to the Board in October.

Circulation - The Silver Star Coupon Booklet Campaign showed a 20% increase over last year's registration which now totals 1,335 senior card holders.

Buildings and Grounds - The courtyard has been rejuvenated in preparation for Ruth McKay's tree dedication as well as the increased patron usage with the inviting summer weather.

Adult Services - In response to the positive feedback from the Senior's Silver Star Coupon Booklet, the library will introduce a U.S. Military Coupon Booklet to honor and support our current and retired service men and women.

The Short Story Central Discussion Group concluded another successful season. The group thanked moderator Ms. Formosa for a "wonderful literary year", and she offered each of them a coffee mug with the program's logo.

Community Services - To commemorate the 10th anniversary of 9/11 the library is sponsoring a program on the World Trade Center First Responders, Patriot Week Recognition and a Gallery exhibit.

East Northport - The Friends of the Library Reorganization Meeting drew 11 patrons and nominated a slate of new officers and discussed future projects.

A Multicultural Resources Blog for the staff features a Spanish word of the week to help build vocabulary skills.

Youth Services - A full roster of class visits to the library resulted in new cardholders each of whom checked out materials that day and then returned to recreate the tour for their parents.

The Teen Services fashion show "A Passion for Fashion" with our pages as models drew 100 attendees. The "nearly new" prom dresses were donated to girls in need in the Town of Huntington.

Administration - Time was invested in 4 webinars on QR Codes, Assessing Your Library, Strategic Planning and Annual Reports, as well as a System-hosted full day conference on "Looking Into the Future: ebooks and libraries."

A site visit by Library architects evaluated the project scopes for repair to the Northport library sidewalk rear entrance and the change of use of the East Northport storage room.

6) PERSONNEL REPORT

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

Mr. Little moved to approve "C Resignations" in the Personnel Report, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve "D Retirement" in the Personnel Report, seconded by Mrs. Flynn and unanimously carried.

Mrs. Flynn moved to approve "E Other" in the Personnel Report, seconded by Mrs. McGrail and unanimously carried. One page attached

7) PERIOD FOR PUBLIC EXPRESSION

8) 2011 NEW YORK STATE LIBRARY CONSTRUCTION GRANT

Mr. Little moved to approve the following resolution, seconded by Mrs. McGrail and unanimously carried:

Whereas the Board of Trustees of the Northport-East Northport Public Library recognizes the need to reconstruct the concrete sidewalk for the west entranceway to the Northport Library and whereas the 2011-2012 budget allocates \$ 50,000 in budget code 999 for Capital and Technological Improvements;

Now, therefore be it resolved that the Board of Trustees of the Northport-East Northport Public Library approves expenditures for this project of up to \$50,000 with oversight by Beatty, Harvey, Coco, Architects LLP.

9) OLD BUSINESS

LIPA Lawsuit

Assistant Director James Olney attended a meeting of Town of Huntington officials and legislators in the Huntington Town Hall. He was asked to speak and addressed the group expressing how our library would be affected.

10) OTHER BUSINESS

An update on the status of the currently proposed State Tax Cap Legislation and its impact on public libraries was discussed.

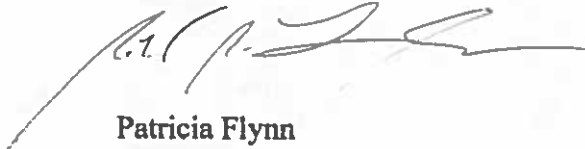
11) DATES OF FUTURE MEETINGS

Thursday, July 21, 2011	10:00 AM - Annual Reorganizational Meeting
	11:00 AM - Regular Board Meeting
	12:00 PM - Staff Recognition Ceremony

ADJOURNMENT

Mrs. McGrail moved to adjourn the meeting at 12:50 PM, seconded by Mrs. Flynn and unanimously carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'P. Flynn', written over a horizontal line.

Patricia Flynn
Secretary

PERSONNEL REPORT
Approval of the Following Personnel Matters
June 15, 2011
 (Revised)

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>
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James Garvey	PT Librarian I/Step 1	Adult Services	06/20/11
Ryan Ozinkowski	Page/\$7.25 hr.	Computer Services	06/20/11

C. Resignations

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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Dorothy Windus	Café Worker/\$10.90 hr.	Community Services	05/23/11
Suzanne Voizard	Page/\$8.65 hr.	Adult Svc - EN	05/21/11
Marissa Blaszczyk	Page/\$7.75 hr.	Circulation Services	06/05/11

D. Retirement

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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Linda Bryan	PT Librarian/Step 20+3	Adult Services	07/07/11
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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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Request for Leave of Absence

Joanne Blaszczyk	Page/\$8.15 hr.	Circulation Services	07/12/11 – 01/12/12
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Seasonal Page

Peter Zuchowski	Seasonal Page/\$7.90 hr	Network & Systems	06/16/11 – 09/16/11
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