

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY

Meeting of October 18, 1994

The regular monthly meeting of the Board of Trustees was held on October 18, 1994 in the Northport library. C. Annette Carr called the meeting to order at 4:18 p.m. in the Prime Time Room. Also attending were Stuart Goldblatt, Michael Glennon, Director Stephanie Heineman and Assistant Director Eileen Minogue.

Ruth McKay and Nancy Schuman were absent with prior notice.

Douglas McNally, library counsel, attended for the Building Program discussion.

MINUTES OF PREVIOUS MEETING

Mr. Goldblatt moved to accept the minutes of September 20, 1994 as presented, seconded by Mr. Glennon and carried.

FINANCIAL SECRETARY & TREASURER'S REPORT

Mr. Glennon moved to approve warrant, page 2295, in the amount of \$97,827.96, seconded by Mr. Goldblatt and carried.

Mr. Goldblatt moved to approve warrant, page 2296, in the amount of \$89,760.12, seconded by Mr. Glennon and carried.

Mr. Glennon moved to approve warrant, page 2297, in the amount of \$102,758.03, seconded by Mr. Goldblatt and carried.

Mr. Goldblatt moved to approve Capital Reserve Fund warrant, page 2298, in the amount of \$2,277.50, seconded by Mr. Glennon and carried.

The Board accepted the payroll for the period ending:

September 23, 1994	page 1463	\$83,449.44
October 7, 1994	page 1464	86,395.45

COMMUNICATIONS

Communications were received from:

Steve Israel, councilman Town of Huntington, thanking the Director for the copy of a letter to Supervisor Petrone regarding the "common parking lot and walkway design" for East Northport. He also indicated his interest and approval of the plan.

Suzanne McGuire thanking the library for allowing her to attend a Board of Trustees meeting.

Paul J. Derkasch praising staff member James Olney for his efforts in researching a poem for him.

Gary Zieve citing the dangerous intersection of Laurel Avenue and Scudder Avenue and requesting the library consider removing the hedges to improve visibility.

COMMUNICATIONS (cont.)

Joseph Correia, Superintendent of Public Works, Village of Northport, giving notice that the hedges on the east side of the library property must be either trimmed or removed.

MOTION TO REMOVE SHRUBBERY

Mr. Glennon moved to authorize the Director to investigate the most reasonable price not to exceed \$1950.00, and proceed with the removal of the offending hedges, seconded by Mr. Goldblatt and carried.

DIRECTOR'S REPORT

The Director's report was given orally to the Board as follows:

Informed the Board of a thank you letter from Marie Beckman for following her suggestion to address the handicapped parking behind the East Northport library; reported that a patron, B. McCoy, commented on the service in the library; described several service brochures available to the patrons such as "A+ Homework Advice," "Information Knows No Bounds," and "College Chaos."

Three members of the community have been selected, one of whom is on staff, as our ABLE advisors to assist in developing services and capital improvements for our patrons who are disabled; a thank you was received from Madonna Heights thanking the library for issuing library cards to their residents.

PERSONNEL REPORT

Mr. Goldblatt moved to approve salary increases, "A" of the Personnel Report as follows: Kristin Scaduto, Page/Step 7, Reference, 10-1-94; Michelle DeGeorge, Page/Step 7, Reference, 10-3-94; Rose Croghan, Page/Step 2, Reference, 10-19-94; Ron Richards, Page/Step 7, Children's, 10-24-94, seconded by Mr. Glennon and carried.

Mr. Glennon moved to approve "B" New Employees of the Personnel Report as follows: Joel Marsh, p-t Custodial worker I/Step 1, Custodial, 9-20-94; Lauren Ichen, Page/Step 1, Children's, 9-28-94, seconded by Mr. Goldblatt and carried.

Mr. Goldblatt moved to approve "C" Resignations of the Personnel Report as follows: Jeri Sapir, P-T Librarian I/Grade 13b, Step 4, Reference, 10-9-94; Raymond Lau, Page/Step 1, Children's, 9-30-94, seconded by Mr. Glennon and carried.

BUILDING PROGRAM

The Director reported there has been very little feedback on the communique mailed to the district, however the responses that were received were positive.

NEW BUSINESS

RESOLUTION

Mr. Goldblatt resolved that

WHEREAS, by notice to bidders dated September 29, 1994, the Board of Trustees requested bids for the Building Cleaning Service Contract for the period December 1, 1994 to November 30, 1995, and

WHEREAS, at the bid opening held on October 17, 1994, the following bids were received:

Capital Cleaning Contractors	-	\$22,140.00
Inter-County Precision Maintenance	-	24,200.00
Mag North, Inc.	-	26,885.60
Martins Bldg. Maintenance Corp.	-	18,960.00
Pyramid Cleaning Maint. Co., Inc.	-	18,040.00

WHEREAS, the above bids and the qualifications of each bidder have been reviewed and investigated by the Director, and

WHEREAS, the results of such investigation was the subject of a report to the Trustees at the meeting held on October 18, 1994, and,

WHEREAS, the Board recognizes that the lowest bids are \$920.00 apart and notes that Martins Building Maintenance Corporation offers the reliability, experience and breadth of skill necessary to perform the contract,

NOW, THEREFORE, it is the finding of this Board that Martins Building Maintenance Corporation is the lowest responsible bidder, and

THEREFORE, IT IS RESOLVED that the contract for

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the Building Cleaning Service Contract for the period December 1, 1994 through November 30, 1995, is hereby awarded to Martins Building Maintenance Corporation based on their bid of \$18,960.00 subject to their providing required insurance.

Seconded by Mr. Glennon and carried.

PROPOSED REVISION OF SCLS PLANS OF SERVICE

The Director described the restructuring plans SCLS has put forward and indicated her approval.

Mr. Goldblatt moved to convene to Executive Session to discuss personnel matters and to discuss the proposed acquisition of real property, seconded by Mr. Glennon and carried.

EXECUTIVE SESSION

PERSONNEL

The Director noted that brief medical notes have been received from Bob Pelofsky, the staff member who has been out with a back injury.

BUILDING PROGRAM

Mr. McNally discussed the acquisition of 173 Larkfield Road, East Northport.

Mr. Goldblatt moved to go out of Executive Session and return to the regular meeting, seconded by Mr. Glennon and carried.

Mr. Glennon moved to instruct counsel to persue negotiations to acquire 173 Larkfield Road, East Northport, seconded by Mr. Goldblatt and carried.

ADJOURNMENT

Mr. Goldblatt moved to adjourn at 5:45 p.m., seconded by Mr. Glennon and carried.

DATE OF NEXT MEETING

Tuesday, November 15, 1994 at 7:00 p.m.

Respectfully submitted,



Ruth McKay
Secretary