

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY

August 24, 1995

The regular monthly meeting of the Board of Trustees was held on August 24, 1995 in the Community Room of the Northport library.

C. Annette Carr called the meeting to order at 4:15 p.m. Also attending were Michael Glennon, Stuart Goldblatt, Elizabeth McGrail, Director Stephanie Heineman and Assistant Director Eileen Minogue.

Ruth McKay was 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 July 20, 1995 as amended, seconded by Mrs. McGrail and unanimously carried.

FINANCIAL SECRETARY & TREASURER'S REPORT

Mr. Goldblatt moved to approve warrant for \$110,615.61, page 2362, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$765.18, page 2363, seconded by Mr. Glennon and unanimously carried.

Mr. Glennon moved to approve warrant for \$34,083.91, page 2364, seconded by Mr. Goldblatt and unanimously carried.

Mr. Goldblatt moved to approve warrant for \$109,843.93, page 2365, seconded by Mr. Glennon and unanimously carried.

Mr. Goldblatt moved to approve warrant for \$401.99, page 2366, seconded by Mrs. McGrail and unanimously carried.

Mr. Glennon moved to approve warrant for \$124,824.44, page 2367, seconded by Mrs. McGrail and unanimously carried.

Mr. Goldblatt moved to approve warrant for \$1,270.75, page 2371, seconded by Mrs. McGrail and unanimously carried.

The Board accepted the payroll for the period ending:

July 21, 1995	page 1487	\$ 6,020.00
July 28, 1995	page 1488	87,273.82
August 4, 1995	page 1489	2,390.48
August 2, 1995	page 1490	37,198.63
August 11, 1995	page 1491	87,552.15

COMMUNICATIONS

Communications were received from:

Nancy Schuman, former Trustee, thanking the library trustees for the privilege of serving with the Library Board.

Jerry Nichols, Director SCLS, to Carol Brand thanking her for "the impressive job performed by the RFP Evaluation Committee."

DIRECTOR'S REPORT

Christine Moore, former YA intern, was awarded a \$2,000.00 scholarship from the SCLA.

The Director reviewed the new Northport-East Northport Public Library Statistical Summary Holdings and Indicators of Patron Usage - July 1995.

ASSISTANT DIRECTOR

The Assistant Director reviewed the Northport-East Northport Public Library Statistical Summary Holdings and Indicators of Patron Usage - July 1995.

As an example of how the library is utilized by the public the Assistant Director informed the Board that in Northport in five years there has been an 88% increase in reference queries; in East Northport in five years there has been a 73% increase.

PUBLIC PARTICIPATION

During the period of public participation the following items were discussed:

A description of the evaluation of the Northport Middle School.

A clarification of the \$31.00 cost to the community for the building project.

The size of the library's mailings.

The ramifications of the American with Disabilities Act and mandated capital improvements.

Feedback on the August 8 Design Forum.

The percent of increase in this year's budget compared to the 1994/95 budget.

Where the Library Board's meeting minutes are kept.

Public relation efforts for the Building Referendum.

BUILDING PROGRAM

A special Building Program brochure will be mailed August 25.

The September newsletter will feature the building program.

Bookmarks giving the time and date of the referendum will be available as a reminder for the next three weeks.

There will be exhibits in both libraries starting August 25. There will be a model of the Northport renovation in Northport and a model of the new East Northport building in East Northport. Artist renderings of both buildings will be in both libraries.

Mr. McNally informed the Board that there has been no decision rendered regarding the removal of the Gildersleeve house.

PERSONNEL

Letters of resignation were received from:

Mary J. Barnikel, clerk/typist, effective November 1, 1995.
Karenn M. Ressa, part-time Librarian I, effective September 11, 1995.

Mr. Goldblatt moved to approve "A" Salary increases of the Personnel Report as follows:

Kristine Cody, Page/Step 9, Ref-Npt, 8/1/95; Roy Rivera, Page/Step 3, Childrens-Npt, 8/8/95; Greg Winkler, Page/Step 3, Childrens-Npt, 8/8/95; Craig Forbell, Page/Step 3, Childrens-Npt, 8/9/95; Elizabeth Englert, Page/Step 3, Childrens-EN, 8/10/95; Barbara Belford, Page/Step 4, Ref-EN, 8/17/95; Melissa Voizard, Page/Step 3, Childrens-EN, 8/8/95; Andrea Avena, Page/Step 3, Childrens-EN, 8/1/95, seconded by Mrs. McGrail and unanimously carried.

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

Victor Howard, Page/Step 1, Ref-Npt, 8/3/95; Heather Littlewood, Page/Step 1, Ref-Npt, 8/1/95; James McCann, Page/Step 1, Ref-EN, 8/21/95; Vanessa Albaneze, Page/Step 1, Childrens-EN, 8/8/95; Jessica L. Bartow, Page/Step 1, YA-Npt, 8/14/95; Kenneth W. Mueller, Guard/Step 1, Security, 8/12/95, seconded by Mrs. McGrail and unanimously carried.

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

Megan Mazzeo, Page/Step 2, Ref-Npt, 7/28/95; Ronald Richards, Page/Step 8, Childrens-Npt, 7/31/95; Erin Cressy, Page/Step 7, Ref-Npt, 8/18/95; John Karp, Page/Step 1, Ref-Npt, 8/18/95; Janice Hnath, Page/Step 5, Ref-Npt, 8/17/95; Pamela Clark, Page/Step 7, Childrens-Npt, 8/9/95; Robert Friedrich, Page/Step 8, Ref-Npt, 9/1/95; Allison Galofaro, Page/Step 6, Childrens-Npt, 8/4/95; Erin Sheedy, Page/Step 5, Childrens-Npt, 8/4/95; Matthew Tofel, Page/Step 2, Media-Npt, 8/11/95; Britt Colombo, Guard/Step 1, Security, 8/9/95; Isabella Trauttmansdorf, P/T Lib. Clerk/Step 1, Childrens, 8/4/95; Karenn Ressa, P-T Librarian/Step 10, Childrens, 8/31/95, seconded by Mr. Goldblatt and unanimously carried.

Mr. Goldblatt moved to approve "D" Retirement of the Personnel Report as follows:

Mary Barnikel, Clerk-Typ/Step 18, Circulation, 11/1/95, seconded by Mrs. McGrail and unanimously carried.

Mr. Goldblatt moved to approve "E" Other-change in status of the Personnel Report as follows:

Ellen Mesmer, Lib.Clerk/Step 3, Circulation, 9/5/95; Library Clerk, Grade 3, Circulation, 9/95, (New Civil Service Position, seconded by Mrs. McGrail and unanimously carried.

OTHER BUSINESS

The First National Bank of Long Island has requested that the library sign a Resolution Supporting Payroll Check Cashing Agreement with Bank form.

(see attached page)

RESOLUTION

Mrs. McGrail moved to approve to transfer a designated \$45,000.00 for the purpose of telecommunications hardware and software to be taken from funds considered as an appropriated expenditure budgeted for June 30, 1995, seconded by Mr. Glennon and unanimously carried.

ADJOURNMENT

Mr. Goldblatt moved to adjourn the regular meeting, seconded by Mrs. McGrail and unanimously carried.

EXECUTIVE SESSION

Mr. Glennon moved to convene in Executive Session, seconded by Mr. Goldblatt and unanimously carried.

ADJOURNMENT

Mr. Goldblatt moved to adjourn the Executive Session at 5:50 p.m., seconded by Mrs. McGrail and unanimously carried.

Respectfully submitted,


Ruth McKay
Secretary

**RESOLUTION SUPPORTING PAYROLL
CHECK CASHING AGREEMENT WITH BANK**

I, the undersigned, Secretary of _____,
a _____ corporation,

DO HEREBY CERTIFY

That at a meeting of the Board of Directors of said corporation, held on the _____ day of _____, 19____, a quorum being present throughout, the following resolutions were unanimously adopted and recorded in the minute books of said corporation, kept by me, and are in accord with and pursuant to the charter and by-laws of said corporation, and are now in full force and effect, to wit:

✓ "WHEREAS, this corporation maintains an account with **THE FIRST NATIONAL BANK OF LONG ISLAND** at its _____ office and issues checks to this corporation's employees and desires to facilitate the cashing of such checks by said Bank,

NOW, THEREFORE, BE IT RESOLVED,

1. In order to induce **THE FIRST NATIONAL BANK OF LONG ISLAND** to pay such checks, this corporation does hereby agree that:

(a) Said Bank is hereby authorized to pay, cash or otherwise honor any and all checks drawn by this corporation payable to its employees, or purported employees, without first determining the genuineness of the endorsements or establishing the identity of the person or persons presenting such checks for payment as payees thereof, or as the person or persons otherwise authorized to receive payment thereof unless such persons are specifically named below, and in such event then on the endorsement of any one purporting to be one of the following named persons:

Name (Print or Type)	Signature
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Name (Print or Type)	Signature
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and it is expressly agreed that said Bank may, for all purposes, treat such checks as if they were bearer instruments;

(b) This corporation shall, at all times, indemnify, exonerate and hold said Bank forever free and harmless from and against, and shall reimburse said Bank for, any and all claims, losses, damages, expenses, actions or suits, resulting from compliance by said Bank with the matters herein contained, including, without limitation, such claims as may arise out of claims of forgeries of payees' signatures on such checks or diversions of the proceeds thereof;

(c) All previous authorizations for the signing and honoring of checks, drafts, or other orders for the payment of money drawn on said Bank by this corporation are hereby continued in full force and effect as amplified hereby.

2. The Secretary or Assistant Secretary of this corporation is hereby authorized to certify and deliver to said Bank copies of these resolutions, and signatures of the President and Secretary or Assistant Secretary of this corporation at the foot of the certificate containing these resolutions shall constitute such certificate and resolutions and agreement by this corporation with said Bank with respect to all the matters set forth in said certificate and resolutions "

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of this corporation by order of the Board of Directors thereof this _____ day of _____, 19____, and I do further acknowledge, on behalf of said corporation, that the foregoing resolutions also constitute an agreement by said corporation with said Bank in respect of the matters herein set forth.

Secretary

(Corporate Seal)

I, the undersigned, President of the corporation above named, do hereby certify that the foregoing certificate is in all respects true and contains a true copy of the resolutions regularly adopted by the Board of Directors of said corporation in the manner therein stated, and I do further acknowledge, on behalf of said corporation, that the foregoing resolutions also constitute an agreement by said corporation with said Bank in respect of the matters therein set forth.

Dated: _____, 19____

President