

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
November 21, 1996

SPECIAL MEETING
3:00 p.m.

The Board of Trustees, Director, Assistant Director, Kristen Tessar of Turner Construction, Todd Harvey of Beatty, Harvey Associates, Joel Levin of Lever Construction and library counsel Douglas McNally toured the site of the East Northport Building Program.

Discussion: Review of the exterior and interior finishings for East Northport.

Adjournment 4:15 p.m.

REGULAR MEETING
4:20 p.m.

The regular monthly meeting of the Board of Trustees was held on November 21, 1996 in the construction site trailer located at the East Northport building site.

Mr. Glennon called the meeting to order at 4:20 p.m. Also attending were Elizabeth McGrail, C. Annette Carr, Ruth McKay, Stuart Goldblatt, Director Stephanie Heineman and Assistant Director Eileen Minogue.

Library counsel Douglas McNally also attended the meeting.

MINUTES OF PREVIOUS MEETING

Mrs. McKay moved to accept the minutes of October 17, 1996 as presented, seconded by Mr. Goldblatt and unanimously carried.

FINANCIAL SECRETARY & TREASURER'S REPORT

Mrs. Carr moved to approve warrant for \$81,759.84, page 2487, seconded by Mr. Goldblatt and unanimously carried.

Mr. Goldblatt moved to approve warrant for \$28,525.52, page 2488, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$90,480.72, page 2489, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve warrant for \$111,781.48, page 2490, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve warrant for \$108,217.77, page 2491, seconded by Mr. Goldblatt and unanimously carried.

Mr. Goldblatt moved to approve warrant for \$1,090.00, page 2492, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$200,028.31, page 2497, seconded by Mrs. McKay and unanimously carried.

The Board accepted the payroll for the period ending:

October 13, 1996	page 1526	\$85,513.65
October 27, 1996	page 1527	87,149.20
November 10, 1996	page 1528	90,872.44

COMMUNICATIONS

A card was received from Trustee Stuart Goldblatt from Italy.

DIRECTOR'S REPORT

Friends of the Library praised the Northport groundbreaking ceremony and said "the committee that puts these events together should be applauded."

The Director and Assistant Director are working with the School District and Munistat regarding the upcoming financing of the Northport construction project. They also met with Steven Butler, Vice-president Government Services, Chase Bank, to explore investment of these funds.

Children's Department: The focus group report on children's services will be distributed to the Board next month.

We have put into place an interim management plan while we are in the process of replacing Mrs. Webb, who retired this month.

Phase II of the budget process -- meeting with all the Department Heads to review their budget requests for fiscal 1997/98 has been completed.

All ADP services are being coordinated by Assistant Director Eileen Minogue with Claire Sarser, part-time library clerk responsible for the payroll work.

We are gearing up for communications with staff, neighbors and patrons related to the Northport construction.

Fran Romer's position paper on the need for a full-time Young Adult Consultant at the System has been included in the SCLS Board's minutes.

The library received confirmation of the \$27,171.00 grant from the State Education Department.

The annual Rotary Memorial Jazz Concert held on November 15 was a tremendous success.

PERSONNEL REPORT

A letter was received from Margaret Webb, Head of Children's Services, regarding her retirement on January 1, 1997.

Mrs. McKay moved to approve "A" Salary Increases in the Personnel Report as follows:

Michelle Bonomo, Page/Step 3, Ref-Npt, 11/18/96; Joseph Davino, Page/Step 4, Ref-EN, 11/30/96; Magda Pearlman, Page/Step 9, Ref-Npt, 11/20/96; Renee Perry, Page/Step 4, Ref-Npt, 11/18/96, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve "B" New Employees in the Personnel Report as follows:

Kimberly Stilwell, Page/Step 1, Ref-Npt, 10/28/96; Christine Angermaier, Page/Step 1, Ref-Npt, 11/7/96; Anthony Swick, Page/Step 1, Children's-Npt, 11/11/96; Bernice Holmstrom, p-t, Account Clerk-Typist/Step 1, Accounting, 11/25/96, seconded by Mr. Goldblatt and unanimously carried.

Mr. Goldblatt moved to approve "C" Resignations in the Personnel Report as follows:

David Buckwald, Page/Step 1, Ref-Npt, 10/31/96; Nancy Cuilwik, Page/Step 3, Children's-Npt, 10/1/96; Myrna Truncala, p-t Clk-Typist/Step 4, Circulation, 10/31/96, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve "D" Retirement in the Personnel Report as follows:

Margaret Webb, Head of Children's Services/Step 19, Childrens, 1/1/97, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve "E" Other in the Personnel Report as follows:

Claire Sarser, p-t library clerk/Step 5, Administration, 11/6/96, (Transfer from 90 day temporary Acct Clk-Typist position to p-t library clerk position), seconded by Mrs. Carr and unanimously carried.

SUFFOLK COOPERATIVE LIBRARY SYSTEM OPERATING 1997 BUDGET

Mrs. McKay moved to approve the SCLS operating budget for 1997, dated October 2, 1996, seconded by Mrs. Carr and unanimously carried.

DATE OF NEXT MEETING

Thursday, December 19, 1996 at 4:00 p.m.

ADJOURNMENT

Mr. Goldblatt moved to adjourn at 5:10 p.m., seconded by Mrs. McKay and unanimously carried.

Respectfully submitted,

Elizabeth A McGrail

Elizabeth McGrail
Secretary