

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of October 24, 2000.

APPROVED

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held on Tuesday, October 24, 2000 in the Conference Room of the Northport Library.

Michael Glennon called the meeting to order at 10:07 a.m.

Also attending were Ruth McKay, C. Annette Carr, Elizabeth McGrail, William Martin, Director Stephanie Heineman and Assistant Director Eileen Minogue.

Douglas McNally, Library Counsel, and Henry Graber of Graber & Co. Library accountants also attended.

MINUTES OF PREVIOUS MEETING

Mrs. McGrail moved to approve the minutes of September 21, 2000, as amended, seconded by Mr. Martin and unanimously carried.

FINANCIAL SECRETARY & TREASURER'S REPORT

Mr. Martin moved to approve warrant for \$170,027.59, page 3140, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve warrant for \$142,521.95, page 3141, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve warrant for \$3,355.83, page 3142, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$119,674.90, page 3143, seconded by Mr. Martin and unanimously carried.

The Board accepted the payroll for period ending:

9/29/00	page 1636	\$118,507.65
10/13/00	page 1637	117,635.91

COMMUNICATIONS

Communications were received from:

Carol Brand, Librarian III Computer Services, thanking the Board for their gift of garden bookends and book on gardening upon her resignation.

John Flanagan, Assemblyman State of New York, thanking the Board, Director and Assistant Director for their "support with regard to bringing quality library services to Elwood residents."

DIRECTOR'S REPORT

The Director's Report was given orally and in addition to the Director's packet she reported on the following:

Staffing pattern changes were reviewed. Staff working on many levels, new visions, new energy, team work.

Microsoft Word workshops given by Ron Richards for staff are well attended and excellent.

Microsoft Word packet for patrons taking the workshop being given by Computer Librarian Deborah Formosa were distributed.

The Library has responded to a letter from Kenneth A. Henninger relating to noise levels in the Northport library. The staff will honor his request for a soft subdued tone.

The Bright Idea Box has been renamed the Suggestion Box.

Response to Marie Curti from Fred DeGeorge, Head of Buildings and Grounds, regarding lights in the Library building and the lawn sprinklers.

Library custodian Jose Tolentino has been chosen as this year's recipient of the first annual Excellence in Library Service Award (ELSA) given by SCLA.

Northport-East Northport Public Library received a First Place citation for a correctly completed, ALA Interlibrary loan request submitted by Dodie Gillman.

Sunday Night Live: An on-line service "designed to answer basic reference questions and to help with homework" (to run from 9/10/00 to 12/17/00).

Feature article in Newsday on artist Gaspare Crachi exhibited in September at the Northport Public Library.

Elwood School District successfully approved contract for library services on 9/25/00.

Creation of the Hauppauge Public Library by a vote of 1244 to 432 on 10/13/00.

The popularity of the Hope Health Newsletter.

The rain forest in the Children's Room Museum Cove and live Madagascar cockroaches as part of the Secrets of Science Display.

Barbara Johnson and James Olney attending classes at C.W. Post College to receive a Fund Raising Non-profit Management Certificate from the National Society of Fund Raising Executives.

Barnes & Noble has requested the use of the library's Kerouac exhibit to be displayed in their East Northport store.

Assistant Director Eileen Minogue gave a continuing education course for the staff on memory.

PERSONNEL REPORT

Mrs. McKay moved to approve the restructuring of the Children's Services Department to combine service to children and youth age, 0-12th grade, and a renaming of the department to Youth Age Services Department, seconded by Mr. Martin and unanimously carried.

Mr. Martin moved to approve "A" Salary Increase in the Personnel Report as follows:

Mara Gilner, page/step 4, Ref.EN, 10/9/00; Dora McDonald, page/step 5, Children's Services, 10/14/00; Louisa Bikowski, page/step 2, Ref.EN, 10/18/00; Amy Harris, page/step 10, Ref.Npt., 10/19/00; Dean Rzonca, page/step 2, Computer Services, 10/21/00; Shawn Beach, page/step 2, Ref.Npt, 10/25/00, seconded by Mrs. Carr and unanimously carried.

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

Joyce Grandy, cafe worker/step 1, Community Services, 9/20/00; Clemente Felix, p-t Custodial Worker I/step 1, Buildings & Grounds, 9/28/00; Lorraine Holly, cafe worker/step 1, Community Services, 9/27/00; Rory Begley, page/step 1, Computer Services, 10/4/00; Ryan Bolyard, page/step 1, Ref.Npt, 10/5/00; Mark Cooper, Guard/step 3, Security, 10/19/00; Willian Hock, Guard/step 1, Security, 10/17/00, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve "C" Resignations in the Personnel Report as follows:

Eun Hee Yi, cafe worker/step 1, Community Services, 9/22/00; David Manning, p-t Custodial Worker 1/step 1, Buildings & Grounds, 9/27/00; Lorraine Holly, cafe worker/step 1, Community Services, 10/2/00; Conall Flanagan, page/step 3, Circulation, 9/29/00; Judith Mark, Library Clerk/step 8, Circulation, 11/1/00; Sheri Novak, p-t Librarian I/step 7, Children's Services, 10/31/00, seconded by Mrs. McGrail and unanimously carried.

Mr. Martin moved to approve "E" Other in the Personnel Report as follows:

Department Change

Megan Flanagan from page to Cafe Worker/step 2, Community Services, 9/29/00.

Promotional Upgrade

Doris Gebel Librarian III/Coordinator of Youth Age Services* 10/30/00

Upgrade from step 12 to step 15

*Previously Coordinator of Children's Services

PERSONNEL REPORT ADDENDUM

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

Angela Evans, Cafe Worker/step 1, Community Services, 10/21/00; Brian Hartough, page/step 1, Ref.EN, 10/24/00, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve "C" Resignations in the Personnel Report as follows:

Tristan Keaster, Page/step 1, Children's Services, 11/2/00; Stephen Kerekes, page/step 1, Children's Services, 10/31/00; Clemente Felix, p-t Custodial Worker/step 1, Buildings & Grounds, 10/20/00, seconded by Mrs. McGrail and unanimously carried.

DISCUSSION AND ACCEPTANCE OF AUDITOR'S REPORT ON EXAMINATION

Mrs. McGrail moved to accept the auditor's report on examination reported by Henry Graber of Graber & Co., seconded by Mr. Martin and unanimously carried.

TECHNOLOGY PLAN

Mr. Martin moved to accept and submit the Technology Plan Update 2000 to SCLS, seconded by Mrs. Carr and unanimously carried.

OLD BUSINESS - CONTRACTS WITH UNSERVED DISTRICTS

The Elwood School District successfully approved a \$1.013 million contract for library services (1951 YES 1052 NO)

DATE OF NEXT MEETING

November 16, 2000 at 4:00 p.m.

Mrs. McKay moved to go into Executive Session to discuss a particular personnel matter and matters regarding a library contract, seconded by Mrs. Carr and unanimously carried.

Mrs. McGrail moved to go out of Executive Session and return to the regular Board meeting, seconded by Mrs. Carr and unanimously carried.

ADJOURNMENT

Mr. Martin moved to adjourn at 11:40 a.m., seconded by Mrs. Carr and unanimously carried.

Respectfully submitted,



William Martin
Secretary