

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of February 28, 2002

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held on Thursday, February 28, 2002 in the Board Conference Room of the Northport Library.

I Elizabeth McGrail called the meeting to order at 10:40 a.m.

Also attending were C. Annette Carr, Robert Little, William Martin, Director Stephanie Heineman and Assistant Director Eileen Minogue.

Ruth McKay was absent with prior notice.

Douglas McNally, library counsel, also attended.

II MINUTES OF PREVIOUS MEETING

Mr. Little moved to approve the minutes of January 24, 2002 as presented, seconded by Mrs. Carr and unanimously carried.

III FINANCIAL SECRETARY & TREASURER'S REPORT

Mr. Little moved to approve warrant for \$140,667.47, page 3274, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve warrant for \$109,326.77, page 3275, seconded by Mr. Martin and unanimously carried.

Mr. Martin moved to approve warrant for \$241,204.71, page 3276, seconded by Mr. Little and unanimously carried.

The Board accepted the payroll for the period ending:

February 1, 2002	page 1772	\$136,192.29
February 15, 2002	page 1773	137,440.04

IV COMMUNICATIONS

Communications were received from the following:
Kay Angelich thanking the library for assistance given her while making copies on the copy machine and expressed how "deeply impressed" she was upon observing the New York City display.

Judy McCune, volunteer LAP, thanking the library for the picture display of adoptable animals.

Ellen Hermann of Pennsylvania Furnace, Pennsylvania, thanking Rochelle Reed for her efforts in locating an article from the Northport Journal for her.

V DIRECTOR'S REPORT

The Director's Report was given orally and in addition to the Director's packet she reported on the following:
Extended her sympathy to Elizabeth McGrail upon the death of her mother-in-law; and acknowledged the wonderful caregiver she had been.

The letter to Mrs. McGrail from Nicholas Sordi requesting the use of the community room for an annual meeting of the Northport Tennis Club; the memo from Maryellen Moll to the Director concerning this.

Report of fire inspection by Fire Marshall John McKenna and Fire Marshall Paul Latuso of the Village of Northport on Thursday, February 7, 2002.

New SLOW stanchions in front of the Northport library for traffic calming.

VI PERSONNEL REPORT

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

Beth Barning, pt Librarian Trainee/27 credits, Youth Services, 1/28/02, seconded by Mrs. Carr and unanimously carried.

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

Gary Eppich, cafe worker/step 1, Community Services, 2/2/02; Megan Lyons, cafe worker/step 1, Community Services, 2/8/02, seconded by Mr. Martin and unanimously carried.

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

Dustin Martinson, page/step 2, Youth Services, 2/6/02; Danielle Kontovas, Seasonal page/step 2, Ref-Npt, 1/8/02; Paul Vespe, Seasonal page/step 8, ref-Npt, 1/11/02; Bryan Heller, Seasonal page/step 1, Ref-Npt, 1/22/02; Allison Limbacher, Seasonal page/step 3, Ref-Npt, 1/30/02, seconded by Mr. Little and unanimously carried.

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

Ken Larkin, Cafe worker/step 1, Community Services, (Concurrently working as pt Custodian and Page) 1/30/02; Change of Status
Diana Gavagan, pt Librarian I/step 1, Youth Services, (pt Librarian Trainee to pt Librarian) 1/28/02; Faye Michaels, page/step 4, Youth Services, (Transfer from cafe worker to page), Youth Services, 2/3/02; Brian Hartough, Computer page/step 3, Computer Services, (Transfer from Reference EN to Computer Services) 3/4/02, seconded by Mrs. Carr and unanimously carried.

PERSONNEL REPORT ADDENDUM

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

New position
Establish a full time Public Assistant position, Community Services, pending date of Civil Service approval, seconded by Mr. Little and unanimously carried.

MOTION

Mrs. Carr moved to establish a full time Public Relations Assistant position with Community Services pending date of Civil Service approval, seconded by Mr. Little and unanimously carried.

VIII OLD BUSINESS

- A The Board discussed contracts with unserved district.
- C There will be an open house in the Board Conference Room for the community to review the 2002/2003 proposed budget on March 12, 2002 at 7:00 p.m.

IX APPROVAL TO PRESENT PROPOSED LIBRARY BUDGET 2002/2003 TO COMMUNITY ON APRIL 9, 2002.

Mr. Martin moved to present the proposed Library Budget 2002/2003 to the community on April 9, 2002, seconded by Mr. Little and unanimously carried.

XIII ADJOURNMENT

Mr. Little moved to adjourn the regular meeting at 11:12 p.m., seconded by Mrs. Carr and unanimously carried.

XII Mrs. Carr moved to convene in Executive Session to discuss a personnel matter and matters related to a library contract, seconded by Mr. Little and unanimously carried.

Mr. Martin moved to adjourn the Executive Session at 11:25 a.m., seconded by Mr. Little and unanimously carried.

XI DATE OF NEXT MEETING

Thursday, March 21, 2002 at 10:30 a.m.

Respectfully submitted,

A. Z. M. A. McGee
Ruth McKay
Secretary

for Ruth McKay