

ANNUAL REORGANIZATIONAL MEETING  
July 15, 2003

The Annual Reorganizational Meeting of the Board of Trustees was held on July 15, 2003 in the Board Conference Room of the Northport Library.

I Elizabeth McGrail called the meeting to order at 10:31 a.m. Also attending were Ruth McKay, C. Annette Carr, Robert Little, William Martin, Director Stephanie Heineman, Assistant Director Eileen Minogue, and Assistant Director James Olney.

II Reorganization of Board

A Mr. Martin moved to re-elect Mrs. McGrail Chairperson, Mr. Martin Vice-Chairperson, Re-elect Mrs. Carr Secretary, Re-elect Mr. Little Financial Secretary, seconded by Mrs. Carr and unanimously carried.

With additional thought Mr. Martin moved to elect Ruth McKay Secretary releasing Mrs. Carr from the position, seconded by Mrs. Carr and unanimously carried.

B Selection of members of Personnel Committee

Mrs. McGrail moved to select Mr. Martin Head of the Personnel Committee, seconded by Mrs. McKay and unanimously carried.

III Designation of person and alternate certified to sign payroll and Supplementary Warrants

Mr. Martin moved to designate Stephanie Heineman as person to certify and sign payroll and supplementary warrants, Eileen Minogue as alternate, seconded by Mr. Little and unanimously carried.  
(attached)

IV Approval of Emergency Payment of Warrants

Upon a motion by Mrs. McKay, seconded by Mr. Little, the Board unanimously authorized the payment of usual and necessary bills when a quorum of the Board is unavailable upon approval of two Board members, and the Board of Trustees shall ratify the approval of the voucher itemizing such expenditures at the next scheduled monthly Board meeting.

V Approval of Northport-East Northport Public Library Investment Policy:

July 1, 2003-June 30, 2004

Mr. Little moved to approve Northport-East Northport Public Library Investment Policy, July 1, 2003-June 30, 2004, seconded by Mrs. Carr and unanimously carried.  
(attached)

VI Approval of Deferred Compensation amount \$50,000 for 2003/2004 fiscal year

Mrs. Carr moved to approve Deferred Compensation amount \$50,000. fiscal year, seconded by Mr. Martin and unanimously carried.

VII Adoption of 2004 Schedule of Holiday Openings & Closings

Mr. Martin moved to adopt Schedule of Holiday Openings & Closings, seconded by Mrs. McKay and unanimously carried.  
(attached)

- VIII Approval of Tuesday, April 20, 2004 to hold Annual Library Vote and Trustee Election  
Mrs. McKay moved to approve Tuesday, April 20, 2004 to hold Annual Library Vote and Trustee Election, seconded by Mr. Little and unanimously carried.
- IX Approval of the Clerk of the Annual Vote  
Mr. Little moved to approve Claire Sarser Clerk of the Annual Vote, seconded by Mrs. Carr and unanimously carried.
- X Approval of designation of The Observer and/or The Record as the official newspapers for the publication of Legal Notices  
Mrs. Carr moved to approve the designation of The Observer and/or The Record as the official Newspapers for the publication of Legal Notices, seconded by Mr. Martin and unanimously carried.
- XI Approval of Vollmer-Adair Agency, Inc. to manage insurance program  
Mr. Martin moved to approve Vollmer-Adair Agency, Inc. to manage insurance program, seconded by Mrs. McKay and unanimously carried.
- XII Approval of Graber & Company to perform Annual Financial Audit  
Mrs. McKay moved to approve Graber & Company to perform Annual Financial Audit, seconded by Mr. Little and unanimously carried.
- XIII Authorization to publish notice of the Annual Financial Audit  
Mr. Little moved to authorize to publish Annual Audit, seconded by Mrs. Carr and unanimously carried.
- XIV Approval of Fixed Asset Item Withdrawals  
Mrs. Carr moved to approve Fixed Asset Item Withdrawals, July 1, 2002-June 30, 2003, seconded by Mr. Martin and unanimously carried.
- XV Approval of Stephanie Heineman as Records Access Officer 2003/2004  
Mr. Martin moved to approve Stephanie Heineman as Records Access Officer 2003/2004, seconded by Mrs. McKay and unanimously carried
- XVI Approval of Claire Sarser as Records Management Officer 2003/2004  
Mrs. McKay moved to approve Claire Sarser as Records Management Officer, seconded by Mr. Little and unanimously carried.

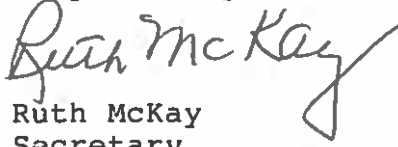
## Schedule of 2003/2004 Board Meetings

Thursday, August 21, 2003	10:30 a.m.
Financial Only	
Thursday, September 18, 2003	10:30 a.m.
Thursday, October 16, 2003	10:30 a.m.
Thursday, November 20, 2003	10:30 a.m.
Thursday, December 18, 2003	10:30 a.m.
Thursday, January 15, 2004	10:30 a.m.
Thursday, February 19, 2004	10:30 a.m.
Tuesday, March 16, 2004	To be announced
Public Hearing	
Thursday, March 18, 2004	10:30 a.m.
Tuesday, April 20, 2004	9:00 a.m. to 9:00 p.m.
Library Vote & Election of Trustee	
Thursday, April 15, 2004	10:30 a.m.
Thursday, May 20, 2004	10:30 a.m.
Thursday, June 17, 2004	10:30 a.m.
Mr. Little moved to approve Schedule of Board Meetings, seconded by Mrs. Carr and unanimously carried.	

XVIII ADJOURNMENT

Mrs. Carr moved to adjourn at 10:50 a.m., seconded by Mr. Martin and unanimously carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ruth McKay". The signature is written in dark ink and is positioned above the typed name and title.

Ruth McKay  
Secretary