

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY  
Meeting of June 17, 2004 UNAPPROVED

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held on June 17, 2004 in the Board Conference Room of the Northport Library

1) Elizabeth McGrail called the meeting to order at 10:34 AM. Also attending were Ruth McKay, C. Annette Carr, William Martin, Robert Little, Director Stephanie Heineman and Assistant Director James Olney.

Assistant Director Eileen Minogue was absent with prior notice

2) MINUTES OF PREVIOUS MEETING

Mr. Martin moved to approve the minutes of May 19, 2004 as amended, seconded by Mrs. McKay and unanimously carried.

3) FINANCIAL SECRETARY & TREASURER'S REPORT

Mrs. McKay moved to approve warrant for \$242,505.68, page 3455, seconded by Mr. Little and unanimously carried

Mr. Little moved to approve warrant for \$90,369.69, page 3456, seconded by Mr. Martin and unanimously carried.

Mr. Martin moved to approve warrant for \$167,158.07, page 3457, seconded by Mrs. McKay and unanimously carried

The Board accepted the payroll for the period ending:

5/21/04	Page 1832	\$158,745.79
6/04/04	Page 1833	160,819.72

5) DIRECTOR'S REPORT

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

The Annual Department Heads' Luncheon; A Leadership Journal was distributed; and a copy of Benjamin Zander's book, The Art of Possibility, was given to each Department Head.

Moving towards a wireless Internet system. The Library's policy on Internet use is being revised to include wireless access.

AOIT: Assistant Director James Olney is on the Industry Advisory Board for the Northport High School Academy of Information Technology and was awarded a certificate of appreciation at their 2004 awards ceremony.

The Annual Rotary Luncheon was hosted at the Northport Library on 06/16/04. The Art Auction and the Courtyard project was the program and the Rotary was very enthusiastic and impressed and will be sponsoring the project in some significant way.

**6) PERSONNEL REPORT**

Mr. Little moved to approve "B" New Employees in the Personnel Report as follows: Adam McCabe, Seasonal Computer Page/Step 3, Computer Services, 05/26/04; Keith Graffagnino, Security Guard/Step 1, Reference, 06/07/04, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve "C" Resignations in the Personnel Report as follows: Brett Balinski, Page/Step 2, Ref-Npt, 05/25/04; Katherine Higgins, Page/Step 2, Youth Services, 05/27/04; Saki Sato, Page/Step 4, Youth Services, 05/25/04, seconded by Mr. Martin and unanimously carried.

Mr. Martin moved to approve "E" Other in the Personnel Report as follows: Change of Status: Donald Becker, PT Librarian I/Step 1, Computer Services, 05/31/04, (Completion of M.L.S.) Request for Parental Leave: Christine Farrugia, PT Librarian I/Step 5, Youth Services, 09/21/04 – 01/02/05, seconded by Mrs. McKay and unanimously carried.

**PERSONNEL REPORT ADDENDUM**

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

Elizabeth Giorgio, Page/Step 1, Ref-Npt, 06/21/04; Andrew Bikowski, Page/Step 1, Ref-EN, 06/21/04; Catherine Leone, Page/Step 1, Youth Services-Npt, 06/21/04; Thomas Reilly, Page/Step 1, Youth Services-Npt, 06/21/04, seconded by Mr. Little and unanimously carried

Mr. Little moved to approve "E" Other in the Personnel Report Addendum as follows: Promotion: Anthony Martocello, Network & Systems Specialist II/Step 6, Computer Services, 06/21/04, (Presently Computer Technician), seconded by Mrs. Carr and unanimously carried.

**7) EAST NORTHPORT CLEANING CONTRACT; BID REVIEW AND AWARD OF CONTRACT**

Resolution: Mrs. Carr moved to award the East Northport Cleaning Contract for the period of July 1, 2004 through June 30, 2006 to Martins Building Maintenance Corp. as the lowest responsible bidder, \$18,000. per year, seconded by Mr. Martin and unanimously carried.

**9) LIBRARY COURTYARD**

Friday, June 18, 2004, is the last opportunity to bid on the Art Auction being held to benefit the Northport Library Courtyard. The Library will then request corporate donations and donations from the community at large.

10) UNFINISHED BUSINESS

a. CIPA

The Library's E-Rate funding application for 2004-2005 is under review (applying for voice telephone discounts)

b. US PATRIOT ACT

Discussion regarding the Library's concerns with the US Patriot Act provisions and our traditional freedoms.

12) DATE OF NEXT MEETING

Thursday, July 15, 2004 at 10:00 AM – Reorganizational Meeting  
10:30 AM - Regular Board Meeting

13) ADJOURNMENT

Mr. Little moved to adjourn the meeting at 11:45 AM, seconded by Mrs. Carr and unanimously carried.

Respectfully submitted,



*for*  
Ruth McKay  
Secretary