

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of July 15, 2004 Approved

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held Thursday, July 15, 2004 following the Reorganizational Meeting in the Board Conference Room.

1) William Martin called the meeting to order . Attending were Ruth McKay, C. Annette Carr, Elizabeth McGrail, Robert Little, Director Stephanie Heineman, Assistant Director Eileen Minogue, and Assistant Director James Olney.

Also attending were members of the Library Logo Committee for a presentation before the Board.

2) MINUTES OF PREVIOUS MEETING

Mr. Little moved to approve the minutes of June 17, 2004 as presented, seconded by Mrs. Carr and unanimously carried.

3) FINANCIAL SECRETARY & TREASURER'S REPORT

Director Stephanie Heineman commended Barbara Lavin and expressed her appreciation for her work while Laura Kronenberg is on sick leave.

A proposal of services rendered to the Northport-East Northport library as their independent auditor was received from Graber & Company,

Mrs. Carr moved to approve warrant for \$239,651.04, page 3461, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve warrant for \$3,800.00, page 3462, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$177,175.02, page 3463, seconded by Mr.Little and unanimously carried.

Mr. Little moved to approve warrant for \$111,664.14, page 3464, seconded by Mrs. Carr and unanimously carried.

The Board accepted the payroll for the period ending:

6/18/04	page 1834	\$159,682.46
7/02/04	page 1835	164,339.69

4) COMMUNICATIONS

Thank you from Eileen Minogue for the support she received during Mrs.Eleanore Minogue's illness and passing.

Thank you from Susan and Paul Glatzer for "your generous and valuable time" escorting them around the library and showing them the Bill Sokol exhibit.

5) DIRECTOR'S REPORT

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

A bank account was opened for the proposed Northport courtyard in the amount of \$17,800 in donations.

An information packet is being prepared to solicit donations. The September newsletter will feature same.

The Long Range Planning Committee has proposed ways to better utilize space in the East Northport Library.

Doris Gebel, Head of Youth Services, has been appointed to ALA's 2006 Newbury Award Committee.

A letter has been written to the East Northport Chamber of Commerce to request funds to cast the Library Bear as a permanent sculpture.

6) PERSONNEL REPORT

Upon Mr. Martin's suggestion, Mrs. McKay moved to change the format of the Personnel Report as follows, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve "A" (Salary Increase) in the Personnel Report, seconded by Mr. Little and unanimously carried.

Mr. Little moved to approve "C" (Resignations) in the Personnel Report, seconded by Mrs. Carr and unanimously carried.

Mrs. McKay moved to approve "E" (Other) in the Personnel Report, seconded by Mrs. McGrail and unanimously carried.

Two attached pages

PERSONNEL REPORT ADDENDUM

Mrs. McKay moved to approve "B" (New Employees) in the Personnel Report Addendum, seconded by Mrs. McGrail and unanimously carried.

Mr. Little moved to approve "C"(Resignations) in the Personnel Report Addendum, seconded by Mrs. Carr and unanimously carried.

One attached page

7) NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY BUILDING
CLEANING CONTRACTS

The building cleaning contract with MSL Maintenance, Inc. for the Northport building was terminated as of 5:00 PM July 1, 2004. The two year period remaining in their contract, July 1, 2004 through June 30, 2006, has been awarded to Martins Building Maintenance Corp. as the second lowest bidder at the bid opening June 9, 2003 at \$34,600.00 per year.

8) PERIOD OF PUBLIC PARTICIPATION

9) LIBRARY LOGO DESIGN CONCEPT

A presentation by Stephen Ingram, Barbara Johnson, Mary Ellen Moll, and Michelle Epstein, was made to the Board. The Board approved the logo concept designed by the Library Logo Design Committee

10) UNFINISHED BUSINESS

A. CIPA

James Olney reported that the library has been approved for E-rate for next year plus reimbursement.

B. US PATRIOT ACT

Suffolk County Bill of Rights Defense Campaign Bookmarks will be made available in both libraries at the Café counter.

C. LIBRARY COURTYARD

Drawings and plans of the courtyard at the Northport Library will be displayed for patrons to view.

\$7,100. was derived from the art auction.


12) DATE OF NEXT BOARD MEETING

Tuesday, August 10, 2004 at 10:30 AM Financial only

13) ADJOURNMENT

Mr. Little moved to adjourn the regular meeting at 12:15 PM, seconded by Mrs. Carr and unanimously carried.

Respectfully submitted,



Robert Little
Secretary

PERSONNEL REPORT
Approval of the Following Personnel Matters
July 15, 2004

A. Salary Increase

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Wahida Ali	Page/Step 2	Youth Services	07/12/04
Kyle Anstey	Page/Step 4	Reference – EN	07/12/04
Nicole Balinski	Page/Step 3	Reference – Npt	07/12/04
Kate Begley	Page/Step 4	Youth Services	07/12/04
Kate Berson	Page/Step 3	Reference – Npt	07/12/04
Charles Betz	Page/Step 2	Reference – Npt	07/12/04
Evan Bloecker	Page/Step 3	Reference – EN	07/12/04
Ian Bross	Page/Step 2	Media Services	07/12/04
Melissa Burke	Page/Step 4	Youth Services	07/12/04
Bridget Cahill	Page/Step 3	Reference – EN	07/12/04
Cara D'Arco	Page/Step 5	Reference – Npt	07/12/04
Christina DeMartino	Page/Step 4	Youth Services	07/12/04
Nicole Economou	Page/Step 3	Local History	07/12/04
Marissa Glashow	Page/Step 3	Youth Services	07/12/04
Darla Gutierrez	Page/Step 3	Youth Services	07/12/04
Frederick Hansen	Page/Step 6	Reference – EN	07/12/04
Justin Hartough	Page/Step 3	Reference – EN	07/12/04
Brendan Hayes	Page/Step 3	Youth Services	07/12/04
Ryan Howe	Page/Step 3	Youth Services	07/12/04
Rachel Leotta	Page/Step 3	Youth Services	07/12/04
Alexandra Limmer	Page/Step 4	Youth Services	07/12/04
Mary McNamara	Page/Step 2	Media Services	07/12/04
Faye Michels	Page/Step 7	Youth Services	07/12/04
Jonathan Michie	Page/Step 3	Youth Services	07/12/04
Kevin Moore	Page/Step 3	Reference – EN	07/12/04
Mary Ann Morrisroe	Page/Step 5	Circulation	07/12/04
Caitlyn Morrissey	Page/Step 4	Youth Services	07/12/04
Shane Morrissey	Page/Step 2	Reference – Npt	07/12/04
Daniel Passeser	Page/Step 3	Reference – Npt	07/12/04
Ashley Pattison	Page/Step 3	Reference – Npt	07/12/04
Heather Portnoy	Page/Step 4	Youth Services	07/12/04
Margaret Powers	Page/Step 3	Reference – Npt	07/12/04
Kaitlin Regensburger	Page/Step 2	Youth Services	07/12/04
Mary Jane Ritter	Page/Step 6	Reference – Npt	07/12/04
Miriam Roth	Page/Step 14	PALS/Tech Services	07/12/04
Lori Silverstein	Page/Step 3	Reference – Npt	07/12/04
Damian Spiciarich	Page/Step 6	Youth Services	07/12/04
Ian Staub	Page/Step 3	Reference – EN	07/12/04
Margaret Tiernan	Page/Step 3	Reference – Npt	07/12/04
Jordan VanBrink	Page/Step 4	Media Services	07/12/04
Marshall Voizard	Page/Step 5	Youth Services	07/12/04
Mary Kathryn Williams	Page/Step 3	Reference – Npt	07/12/04
Arthur Zapke	Page/Step 4	Reference – Npt	07/12/04
Geffredo Avagliano	Computer Page/Step 4	Computer Services	07/12/04
Scott Baron	Computer Page/Step 4	Computer Services	07/12/04
Joseph Bedell	Computer Page/Step 3	Computer Services	07/12/04
Zachariah Ettlinger	Computer Page/Step 4	Computer Services	07/12/04

A. Salary Increase (Continued)

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Kyle Hansen	Computer Page/Step 4	Computer Services	07/12/04
Stephen Latuso	Computer Page/Step 10	Computer Services	07/12/04
Adam McCabe	Computer Page/Step 4	Computer Services	07/12/04
Brian Miller	Computer Page/Step 3	Computer Services	07/12/04
Jake Novick	Computer Page/Step 3	Computer Services	07/12/04
Brian Paccione	Computer Page/Step 3	Computer Services	07/12/04
Robert Skypala	Computer Page/Step 3	Computer Services	07/12/04
Rose Boccia	Café Worker/Step 3	Community Services	07/12/04
Joyce Bernat	Café Worker/Step 14	Community Services	07/12/04
Florence Gorman	Café Worker/Step 5	Community Services	07/12/04
Marie Klein	Café Worker/Step 6	Community Services	07/12/04
Jill Kuehn	Café Worker/Step 2	Community Services	07/12/04
Caroline Prisco	Café Worker/Step 5	Community Services	07/12/04
John Souto	Café Worker/Step 7	Community Services	07/12/04
Carol Trentadue	Café Worker/Step 6	Community Services	07/12/04
Dominick Tripolone	Café Worker/Step 2	Community Services	07/12/04
Dorothy Windus	Café Worker/Step 3	Community Services	07/12/04
Gary Becker	Security Guard/Step 4		07/12/04
John Brennan	Security Guard/Step 4		07/12/04
David Cooper	Security Guard/Step 2		07/12/04
Mark Cooper	Security Guard/Step 4		07/12/04
William Hock	Security Guard/Step 3		07/12/04
William Hummel	Security Guard/Step 2		07/12/04
Howard McCunn	Security Guard/Step 4		07/12/04
John Nielsen	Security Guard/Step 4		07/12/04
Salvatore Rapisardi	Security Guard/Step 5		07/12/04
Charles Sentowski	Security Guard/Step 2		07/12/04
John Trainor	Security Guard/Step 2		07/12/04

B. New Employees

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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C. Resignations

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Brian Giorgio	Page/Step 4	Reference – Npt	07/09/04
Alexander DeCarli	Page/Step 3	Reference – EN	06/30/04
Sean O'Brien	Page/Step 2	Media Services	07/01/04

D. Retirement

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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E. Other

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Change of Status			
Ann Cummings	PT Librarian I/Step 1 (Previously PT Librarian Trainee)	Reference	06/19/04
Elizabeth Englert	PT Librarian I/Step 1 (Previously PT Librarian Trainee)	Youth Services	06/14/04

**PERSONNEL REPORT
ADDENDUM**

Approval of the Following Personnel Matters
July 15, 2004

A. Salary Increase

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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B. New Employees

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Kathryn Eisert	Page/Step 1	Youth Services	07/09/04
Jessica Wallin	Page/Step 1	Youth Services	07/09/04
Gue Hee (Katherine) Yi	Page/Step 1	Youth Services	07/09/04

C. Resignations

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Jordan Cohen	Page/Step 1	Youth Services	07/09/04

D. Retirement

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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E. Other

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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