

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Minutes of September 27, 2005 Approved

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held on September 27, 2005 in the Board Conference Room of the Northport Library.

1) CALL TO ORDER

Ruth McKay called the meeting to order at 10:05 AM. Also attending were C. Annette Carr, Elizabeth McGrail, Robert Little, William Martin, Director Stephanie Heineman, Assistant Director Eileen Minogue and Assistant Director James Olney.

2) MINUTES OF PREVIOUS MEETINGS

July 28, 2005	Annual Reorganizational Meeting
July 28, 2005	Regular Meeting
August 16, 2005	Financial only Meeting

Mrs. Carr moved to approve the minutes of July 28, 2005 (Annual Reorganizational Meeting) as presented, seconded by Mr. Little and unanimously carried.

Mr. Little moved to approve the minutes of July 28, 2005 (Regular Meeting), as presented, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve the minutes of August 17, 2005 as presented, seconded by Mr. Little and unanimously carried.

3) FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of warrants

Mrs. Carr moved to approve warrant for \$39,600.00, page 3524, seconded by Mr. Little and unanimously carried.

Mr. Little moved to approve warrant for \$248,235.98, page 3525, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$39,600.00, page 3526, seconded by Mr. Martin and unanimously carried.

Mr. Martin moved to approve warrant for \$11,282.19, page 3527, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve warrant for \$482.00, page 3528, seconded by Mr. Little and unanimously carried.

Mr. Little moved to approve warrant for \$106,961.66, page 3529, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$177,093.40, page 3530, seconded by Mr. Martin and unanimously carried.

Mr. Martin moved to approve warrant for \$280,724.94, page 3531, seconded by Mrs. Carr and unanimously carried.

The Board accepted the payroll for the period ending:

August 26, 2005	Page 1867	\$168,714.83
September 9, 2005	Page 1868	166,384.30
September 23, 2005	Page 1869	171,553.31

D. SCLS 2004 Statistical Summary of Annual Reports

The Board reviewed the SCLS 2004 Statistical Summary of Annual Reports

The Director informed the Board that the IRS raised the mileage rate for business use-driving from 40.5 to 48.5 cents effective September 1, 2005.

4) COMMUNICATIONS

A note was received from Colette Malik thanking the Trustees and Director Stephanie Heineman, Assistant Director Eileen Minogue and Assistant Director James Olney, for gifts she received upon her retirement.

5) DIRECTOR'S REPORT

The Director's Report was given orally. In addition she reported on the following: Don Fischer, of Graber & Co., is presently working on the Annual Report for 2004/2005. Once GASB34 standards for the building appraisals are met, we will accomplish the library audit using GASB34.

The possibility of refinancing the Building Bonds and the resulting savings to the library. The World Business Forum in September NYC attended by Director Stephanie Heineman and Assistant Director Eileen Minogue will be reported on next month. The Record Newspaper published a "walking tour of Northport" containing mostly information about the Northport and East Northport Library programs

6) PERSONNEL REPORT

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

Mr. McGrail moved to approve "B" New Employees in the Personnel Report, seconded by Mr. Martin and unanimously carried.

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

Mrs. Carr moved to approve "E" Other in the Personnel Report, seconded by Mr. Little and unanimously carried. Page Attached

PERSONNEL REPORT ADDENDUM

Mr. Martin moved to approve "C" Resignations in the Personnel Report Addendum, seconded by Mrs. Carr and unanimously carried. Page Attached

8) SCLS TRUSTEE, TOWN OF HUNTINGTON

The Board of Trustees cast their vote signing the ballot for Irving Toliver to be SCLS Trustee representing the Town of Huntington

9) UNFINISHED BUSINESS

B. Library Courtyard

Construction on the Courtyard is almost complete. The new space to be available will make a significant positive impact on library programs and services.

A campaign to bring back the East Northport Library Bear will be launched January 1, 2006.

10) OTHER

Assistant Director James Olney reported on the East Northport Fair where the East Northport Library Staff had a tent and booth advertising the library. A book sale also was held.

The following week in Northport at Cow Harbor Day a similar display was exhibited.


11) DATE OF NEXT MEETING

Tuesday, October 18, 2005 at 10:00 AM Regular Meeting

12) ADJOURNMENT

Mrs. Carr moved to adjourn the meeting at 11:30 AM, seconded by Mr. Little and unanimously carried.

Respectfully submitted,


Elizabeth McGrail
Secretary

PERSONNEL REPORT
Approval of the Following Personnel Matters
September 27, 2005

A. Salary Increase

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Mary Lee Gaylor	PT Librarian Trainee/27 Credits	Local History	08/08/04

B. New Employees

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Justin Rotondo	Page/Step 1	Reference – Npt	08/17/05
Matthew Henken	Page/Step 1	Reference – Npt	08/17/05
Richard Beadon	Page/Step 1	Reference – Npt	08/17/05
John Cahill	Computer Page/Step 1	Computer Services	08/17/05
James Shelton	Computer Page/Step 1	Computer Services	08/18/05
Linda Garbarino	Page/Step 3	Youth Services	09/14/05
Kerry Walsh	Computer Page/Step 1	Computer Services	09/27/05
Mary Szollosi	PT Librarian I/Step 1	Reference	09/13/05

C. Resignations

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Damian Spiciarich	Page/Step 6	Youth Services	08/01/05
Margaret Tiernan	Page/Step 4	Reference – Npt	08/21/05
Andrew Bikowski	Page/Step 3	Reference – EN	08/23/05
Marisa Glashow	Page/Step 5	Youth Services	08/05/05
Ryan Howe	Page/Step 5	Youth Services	08/01/05
Rachael Leotta	Page/Step 5	Youth Services	08/08/05
Robert Skypala	Computer Page/Step 5	Computer Services	08/01/05
Scott Baron	Computer Page/Step 6	Computer Services	08/10/05
Brian Paccione	Computer Page/Step 5	Computer Services	08/17/05
Zachariah Ettlinger	Computer Page/Step 6	Computer Services	08/31/05
Elizabeth Sutcliffe	Page/Step 1	Youth Services	08/25/05
Ian Staub	Page/Step 5	Reference – EN	09/01/05
Christina DeMartino	Page/Step 6	Youth Services	08/31/05
Kaitlin Regensberger	Page/Step 4	Youth Services	08/31/05
Goffredo Avagliano	Computer Page/Step 6	Computer Services	09/17/05
Joseph Bedell	Computer Page/Step 5	Computer Services	08/31/05
Pamela Wells	PT Librarian I/Step 2	Reference	09/10/05
Azuree Agnello	PT Librarian I/Step 2	Reference	09/19/05

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>
Elizabeth Giorgio (Previously seasonal page)	Page/Step 2	Youth Services	08/08/05
Janet Naideau (Completion of MLS)	PT Librarian I/Step 1	Youth Services	09/26/05

**PERSONNEL REPORT
ADDENDUM**

Approval of the Following Personnel Matters
September 27, 2005

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>
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C. Resignations

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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Nancy Gardner	Security Guard/Step 1		09/23/05
Thomas Brennan	Security Guard/Step 1		09/23/05
Justin Sowa	Security Guard/Step 1		09/23/05
Lucia Villacis	Page/Step 2	Youth Services	09/20/05

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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