

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of March 19, 2008

Approved

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held on Wednesday, March 19, 2008 in the Board Conference Room of the Northport Library.

1) CALL TO ORDER

Chairperson Robert Little called the meeting to order at 6:06 PM. Also attending were Elizabeth McGrail, Andrea Gladding, J. Ronald Gaudreault, Director Stephanie Heineman and Assistant Director Eileen Minogue and Assistant Director James Olney.

Also attending was Lisa Mayer.

Ruth McKay was absent with prior notice.

2) MINUTES OF PREVIOUS MEETING

Mrs. McGrail moved to approve the minutes as amended, seconded by Mr. Gaudreault and unanimously carried.

3) FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of warrants

Mr. Gaudreault moved to approve warrant for \$ 78,773.48, page 3660, seconded by Mrs. Gladding and unanimously carried.

Mrs. Gladding moved to approve warrant for \$ 206,247.98, page 3661, seconded by Mrs. McGrail and unanimously carried.

The Board accepted the payroll for the period ending:

March 07, 2008

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\$ 183,611.15

Mrs. Heineman reported the library conducted a payroll audit for the payroll of March 7, 2008.

Mrs. Heineman reported that a review of professional contractors and 1099 filings was in order for 2007.

Mrs. Minogue reported that the library received the \$ 10,000. grant from Legislator Lynne Nowick which will be applied to the Bring Back the Bear Fund.

D. The 2007 New York State Annual Report for Public and Association Libraries was presented for review.

Mr. Gaudreault moved to accept the New York State Annual Report for Public and Association Libraries – 2007, seconded by Mrs. Gladding and unanimously carried.

4) DIRECTOR'S REPORT

The Director's Report was given orally. In addition to the packet mailed in advance the report contained the following:

James Olney reported on recent technological upgrades of installing two new servers after regular library hours to avoid any service interruptions.

He thanked the computer staff for their diligent "after hours" work.

Library accolades continue to be received. Mrs. Heineman read a letter emailed to Mary Ellen Moll from program presenter Pat Sommerstad who highly complimented the library's facilities, community services and custodial staff. Also a suggestion form was received from patron Mr. Bob Hogan thanking the library for the Reference Department providing tax assistance.

The new poster frame placed on the Circulation Desk wall for co-sponsoring Northport Arts Coalition events has been well received by all.

Alan Olita is working on keeping the library green with new restroom products and touch-free dispensers with controlled materials and thereby obtaining LEED Points. "LEEDS" and "LEEDS Points" are a way for the Federal and State agencies to create a quantifiable measurement for success at reducing waste and following environmental requirements. In 2008 all new public buildings must meet the Leeds point criteria.

Newsday editorial on March 4, 2008 commented on library tax as being one highly valued by most Long Island residents.

5) PERSONNEL REPORT

Mr. Little read the letter of resignation from Rita Meade, pt Children's Librarian.

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

Mr. Gaudreault moved to approve "C Resignations" in the Personnel Report, seconded by Mrs. Gladding and unanimously carried One copy attached

6) PERIOD OF PUBLIC PARTICIPATION

Lisa Mayer who attended the meeting had no questions or comments during this period of public participation.

7) UNFINISHED BUSINESS

C. Bridge Restoration Project

Mr. Olney reviewed the few punch-list items to be addressed in the Spring.

8) DATE OF NEXT LIBRARY BOARD MEETING

Tuesday, April 8, 2008, 9:00 AM – 9:00 PM – Library Vote

Thursday, April 17, 2008, 10:00 AM-Regular Board Meeting

9) ADJOURNMENT

Mrs. McGrail moved to adjourn the regular meeting and convene in Executive Session to discuss a Personnel matter, seconded by Mr. Gaudreault and unanimously carried.

Mr. Gaudreault moved to adjourn the Executive Session, return to the Regular Meeting and adjourn at 7:00 PM, seconded by Mrs. Gladding and unanimously carried.

The Public Information Night followed at 7:30 PM in the Museum Cove.

Respectfully submitted,



J. Ronald Gaudreault
Secretary

PERSONNEL REPORT
Approval of the Following Personnel Matters
March 19, 2008

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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Samantha Gross	Page/Step 5	Reference – Npt	03/05/08
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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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Rita Meade	PT Librarian Trainee/27 Credits	Youth Services	03/28/08
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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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