

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of October 16, 2008 Approved

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held on Thursday, October 16, 2008 in the Northport Board Conference Room.

1) CALL TO ORDER

Chairperson Robert Little called the meeting to order at 1:30 PM. Also attending were Andrea Gladding, Ruth McKay, Elizabeth McGrail, J. Ronald Gaudreault, Director Stephanie Heineman and Assistant Directors Eileen Minogue and James Olney.

2) MINUTES OF PREVIOUS MEETING

Mrs. McGrail moved to approve the minutes of the Regular Meeting, September 18, 2008 as amended, seconded by Mrs. McKay and unanimously carried.

3) FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of warrants

Mrs. McKay moved to approve warrant for \$ 308,431.18, page 3687, seconded by Mrs. McKay and unanimously carried.

Mr. Gaudreault moved to approve warrant for \$ 201,162.88, page 3688, seconded by Mrs. Gladding and unanimously carried.

Mrs. Gladding moved to approve warrant for \$ 147,473.91, page 3689, seconded by Mrs. McGrail and unanimously carried.

The Board accepted the payrolls for the periods ending:

September 19, 2008	Page 1953	\$188,015.67
October 03, 2008	Page 1954	191,576.79

B. Review of monthly expenditures

C. Review of statistical summary

4) DIRECTOR'S REPORT

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

Thanked Trustee Andrea Gladding for accompanying her and Assistant Directors Eileen Minogue and James Olney to the SCLS Trustee workshop "Creating Effective Libraries" on Thursday, October 2, 2008, from 6:00-9:00 PM in Bellport.

Discussed the annual Suffolk County Legislators' breakfast sponsored by LILRC and SCLA on Friday, September 19, 2008. Chairperson Robert Little accompanied Director Stephanie Heineman and Assistants Eileen Minogue and James Olney.

5) PERSONNEL REPORT

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

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

Mr. Gaudreault moved to approve "D Retirement" in the Personnel Report, seconded by Mrs. Gladding and unanimously carried.

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

PERSONNEL REPORT ADDENDUM

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

6) UNFINISHED BUSINESS

A. Northport Library Facade Failure

Bids for the repair work were opened and are being reviewed by Beatty, Harvey Architects. A recommendation will be made as to who shall be awarded the contract for the repair work.

B. East Northport Rear Entrance Improvement Project

The work has successfully been completed and safety issues resolved. The relocation of the book drops onto the island has improved patron access and convenience.

C. LIBRARY2014

Looking forward to working on LIBRARY2014. The Library is initiating a long range planning process which will engage the staff and provide opportunities for input at all levels of the organization

D. 131-165 LARKFIELD ROAD

Mrs. Heineman reported on the recent site visit of property adjacent to the East Northport Library by Administration, Head of Buildings and Grounds, and the Board's Capital Improvements Committee. A discussion followed concerning the current and future space needs of the library for programmatic expansion and growing storage requirements. It was the recommendation of the Capital Improvements Committee that this opportunity to lease space on Larkfield Road that is ideally situated should be pursued. Accordingly, Mr. Gaudreault moved the Board to authorize the Director to explore specific terms and conditions with the owner of this property, seconded by Mrs. McGrail, and unanimously carried.

7) DATE OF NEXT LIBRARY BOARD MEETING

Thursday, November 20, 2008 1:30 PM Regular Board Meeting

8) MOTION TO CONVENE IN EXECUTIVE SESSION

Mrs. McKay moved to convene in Executive Session to discuss staff contract, seconded by Mrs. McGrail and unanimously carried.

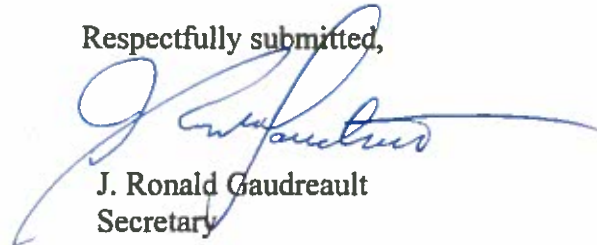
Mrs. McKay moved to leave Executive Session and return to the regular meeting, seconded by Mrs. McGrail and unanimously carried.

Given the recent turmoil in the national and world financial markets, Mrs. McGrail moved to request that the Staff Association be contacted by Douglas McNally, Library Attorney, to consider a one year extension of the existing contract, seconded by Mr. Gaudreault and unanimously carried.

(9) ADJOURNMENT

Mrs. McKay moved to adjourn at 3:25 PM, seconded by Mrs. McGrail and unanimously carried.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "J. Ronald Gaudreault", is written over the typed name and title.

J. Ronald Gaudreault
Secretary

PERSONNEL REPORT
Approval of the Following Personnel Matters
October 16, 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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Brittany Pagnotta	Page/Step 1	Reference – Npt	10/06/08
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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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Ian Bross	Page/Step 6	Computer Services	09/26/08
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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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Susanne Martin	Clerk Typist/Step 19	PALS/Tech Services	10/24/08
Mary Rizzo	Clerk Typist/Step 19	Circulation – EN	12/28/08
Martha Cassidy	Senior Library Clerk/Step 20	PALS/Tech Services	12/30/08
Dolorita Gillman	Librarian III/Step 20+6	Media Services	12/30/08

E. Other

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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Promotion			
Linda Garbarino	Library Clerk/Step 2 (presently part-time)	Circulation – EN	11/03/08
Patricia Bennett	Permanent PT Lib. Clerk/Step 4	Circulation – EN	10/20/08
Karen Butler	Permanent PT Lib. Clerk/Step 7	Circulation – NPT	10/20/08

**PERSONNEL REPORT
ADDENDUM**

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B. New Employees

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Joseph D'Accordo	Page/Step 1	Computer Services	10/20/08

C. Resignations

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

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