

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of March 17, 2009 Approved

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held on Tuesday, March 17, 2009 at 6:30 PM in the Northport Board Conference Room.

1) CALL TO ORDER

Chairperson Robert Little called the meeting to order at 6:32 PM. Also attending were Andrea Gladding, Elizabeth McGrail, Director Stephanie Heineman and Assistant Directors Eileen Minogue and James Olney.

Absent were Ruth McKay with prior notice and J. Ronald Gaudreault.

2) MINUTES OF PREVIOUS MEETING

Mrs. McGrail moved to approve the minutes of February 19, 2009 as amended, seconded by Mrs. Gladding and unanimously carried.

3) FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of warrants

Mrs. Gladding moved to approve warrant for \$ 219,557.66, page 3707, seconded by Mrs. McGrail and carried.

Mrs. McGrail moved to approve warrant for \$ 89,043.80, page 3708, seconded by Mrs. Gladding and carried.

Mrs. Gladding moved to approve warrant for \$ 264,065.00, page 3709, seconded by Mrs. McGrail and carried.

The Board accepted the payrolls for the period ending:

February 20, 2009	Page 1965	\$ 184,464.08
March 06, 2009	Page 1966	181,631.04

B. Review of monthly expenditures

C. Review of statistical summary

D. Payroll Audit

The Board of Trustees has directed Administration to conduct an annual "payroll audit". A payroll audit requires each staff member to personally pick-up and sign for his/her paycheck/voucher in the Administrative Office. Staff members, therefore, must see Barbara Lavin to receive their paycheck/voucher.

This annual payroll audit will be conducted the payroll of March 20, 2009. Barbara Lavin will be available in the Administrative office during the following hours:

D. Payroll Audit (continued)

Thursday, 3/19	2:00 PM - 5:00 PM
Friday, 3/20 and Monday 3/23	10:00 AM - 6:00 PM
Tuesday, 3/24 through Friday, 3/27	9:00 AM - 5:00PM

E. Acceptance of New York State Annual Report for Public Association Libraries – 2008

Mrs. McGrail moved to accept the New York State Annual Report for Public Association Libraries – 2008, seconded by Mrs. Gladding and carried.

4) COMMUNICATIONS

Douglas McNally, library counsel, informed the library that he will not be requesting an increase of his hourly rate commencing July 01, 2009.

5) DIRECTOR'S REPORT

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

GASB 45 compliance was reviewed.

James Olney's two day trip to Albany on March 9, 2009 and March 10, 2009. He met with legislators John Flanagan, Carl Marcellino, and Andrew Raia and attended legislative events.

Library patron Patricia Flynn has filed a petition for the position of Trustee on the Library Board and her name will be on the ballot.

6) PERSONNEL REPORT

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

Mrs. Gladding moved to approve "C Resignations" in the Personnel Report, seconded by Mrs. McGrail and carried. (one page attached)

7) UNFINISHED BUSINESS

A. Northport Façade Failure

B. LIBRARY2014

C. 163 Larkfield Road

Working on long range project to relocate what is in East Northport's storage room to 163 Larkfield Road

8) DATE OF NEXT LIBRARY BOARD MEETING

Tuesday, April 14, 2009, 9:00 AM – 9:00 PM – Library Vote

Thursday, April 16, 2009, 10:00 AM – Regular Board Meeting

Monday, May 11, 2009, 10:00 AM – Regular Board Meeting

9) ADJOURNMENT

Mrs. McGrail moved to adjourn the regular meeting at 7:30 PM, seconded by Mrs. Gladding and carried.

The Board moved to the community room following the regular meeting for the public information night. A presentation by the library administration was given with one patron, Douglas Johnson, in attendance.

Respectfully submitted,



J. Ronald Gaudreault
Secretary

PERSONNEL REPORT
Approval of the Following Personnel Matters
March 17, 2009

A. Salary Increase	<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
B. New Employees	<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
	Stacie Kuprianchik	Café Worker/Step 1	Community Services	03/18/09
C. Resignations	<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
	Marie Klein	Café Worker/Step 13	Community Services	02/25/09
D. Retirement	<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
E. Other	<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>