

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of Thursday, July 15, 2010

Approved

The regular monthly meeting of the Northport-East Northport Library was held on Thursday, July 15, 2010 in the Board Conference Room of the Northport library.

1) CALL TO ORDER

Chairperson Andrea Gladding called the meeting to order at 10:25 AM. Also attending were Elizabeth McGrail, Robert Little, Director Eileen Minogue and Assistant Director James Olney.

Ruth McKay and Patricia Flynn were absent with prior notice.

2) MINUTES OF PREVIOUS MEETING

Mr. Little moved to approve the minutes of June 17, 2010 as amended, seconded by Mrs. McGrail and carried.

3) FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of warrants

Mr. Little moved to approve warrant for \$ 267,549.16, page 3766, seconded by Mrs. McGrail and carried.

Mrs. McGrail moved to approve warrant for \$ 77,092.24, page 3767, seconded by Mr. Little and carried.

Mr. Little moved to approve warrant for \$ 199,980.88, page 3768, seconded by Mrs. McGrail and carried.

The Board accepted the payrolls for period ending:

June 25, 2010	Page 2001	\$ 192,822.73
July 09, 2010	Page 2002	192,372.79

B. Review of monthly expenditures

C. Review of statistical summary

4) COMMUNICATIONS

A letter was received from Jean Wilson requesting the Board's consideration of a salary increase since her last one was four years ago. Mr. Little moved to approve an increase of \$35 per month, seconded by Mrs. McGrail and carried.

5) DIRECTOR'S REPORT

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

Network & Systems: The reservation and print software for the public computers has been upgraded to Pharos 8.1 with extensive (in-house) custom programming.

Youth Services: The new drop-in programs to accommodate the busy lifestyles of patrons have brought 100+ children to the first craft program of this summer season. The Story-time Backpacks have been in continual circulation supporting early (literacy on-the-go.)

Client Services: The library participated in the Northport Farmer's Market highlighting to 500+ community residents the start of the Summer Reading Club, our popular Museum Passes, and current bibliographies while providing sunscreen packets with local history factoids.

Circulation: Courtesy notices informing patrons about their upcoming material due dates have been implemented at our patrons' requests.

Buildings and Grounds: The excessive summer heat has strained the HVAC units in Northport requiring numerous service calls and the replacement of the Administration's unit with one that has a higher efficiency rating and is eligible for a LIPA rebate. This installation initiates our HVAC replacement plan as our buildings age.

Adult Services: Training for fall implementation of Text-a-Librarian service has begun in this cooperative venture.

Community Services: A bookmark has been prepared to address the problem of patrons bringing outside food to eat in the library which has annoyed other patrons because of the odor.

Administration: The YA/Media Relocation project has progressed with the young patrons eagerly anticipating the opening of their new teen center within the next two weeks.

6) PERSONNEL REPORT

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

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

Personnel Report (continued)

Mrs. McGrail moved to approve "C Resignations" in the Personnel Report, seconded by Mr. Little and carried.

Mr. Little moved to approve "D Retirement" in the Personnel Report, seconded by Mrs. McGrail and carried.

Mrs. McGrail moved to approve "E Other" in the Personnel Report, seconded by Mr. Little and carried. Three pages attached

PERSONNEL REPORT ADDENDUM

Mrs. McGrail moved to approve "E Other" in the Personnel Report Addendum, seconded by Mr. Little and carried. One page attached

7) DATE OF FUTURE MEETINGS

Thursday, September 16, 2010	10:00 AM	Regular Meeting
Thursday, October 21, 2010	10:00 AM	Regular Meeting

8) ADJOURNMENT

Mr. Little moved to adjourn at 11:40 PM, seconded by Mrs. McGrail and carried.

Respectfully submitted,



Patricia Flynn
Secretary

PERSONNEL REPORT
Approval of the Following Personnel Matters
July 15, 2010

A. Salary Increase

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Erin McNally	Librarian Trainee/27 Credits	Youth Services	06/28/10
Marilyn Barker	Café Worker/Step 8	Community Services	07/05/10
Joyce Bernat	Café Worker/Step 20+3	Community Services	07/05/10
Rose Boccia	Café Worker/Step 13	Community Services	07/05/10
Florence Gorman	Café Worker/Step 14	Community Services	07/05/10
Jill Krahel	Café Worker/Step 12	Community Services	07/05/10
Jill Kuehn	Café Worker/Step 12	Community Services	07/05/10
Kathleen O'Sullivan	Café Worker/Step 9	Community Services	07/05/10
Caroline Prisco	Café Worker/Step 14	Community Services	07/05/10
John Souto	Café Worker/Step 17	Community Services	07/05/10
Dominick Tripolone	Café Worker/Step 12	Community Services	07/05/10
Dorothy Windus	Café Worker/Step 13	Community Services	07/05/10
Elizabeth Allacco	Page/Step 5	Youth Services – EN	07/05/10
Ryan Baez	Page/Step 5	Youth Services – Npt	07/05/10
Annalee Barclay	Page/Step 2	Youth Services – EN	07/05/10
Joanne Blaszczyk	Page/Step 4	Circulation – Npt	07/05/10
Marissa Blaszczyk	Page/Step 3	Computer Services	07/05/10
Andrew Bloecker	Page/Step 3	Adult Services – EN	07/05/10
Timothy Bradford	Page/Step 2	Adult Services – EN	07/05/10
James Carson	Page/Step 3	Computer Services	07/05/10
Jessica Connors	Page/Step 3	Circulation – Npt	07/05/10
Max Curran	Page/Step 2	Computer Services	07/05/10
Jake Everdean	Page/Step 5	Computer Services	07/05/10
Victoria Galasso	Page/Step 4	Circulation – Npt	07/05/10
Gabrielle Gatto	Page/Step 3	Youth Services – Teen	07/05/10
Samantha Gross	Page/Step 10	Adult Services – Npt	07/05/10
Darla Gutierrez	Page/Step 13	Youth Services – Npt	07/05/10
Frederick Hansen	Page/Step 16	Adult Services – EN	07/05/10
Meagan Hartough	Page/Step 3	Adult Services – EN	07/05/10
Michael Healy	Page/Step 4	Youth Services – EN	07/05/10
Bionca Hinton	Page/Step 5	Youth Services – Npt	07/05/10
Kaelie Kelleher	Page/Step 2	Youth Services – EN	07/05/10
Benjamin Kramer	Page/Step 4	Computer Services	07/05/10
Todd Latchford	Page/Step 3	Circulation – Npt	07/05/10
Charlotte Latuso	Page/Step 6	Circulation – Npt	07/05/10
Ruby Lindberg	Page/Step 3	PALS/Tech Services	07/05/10
Lauren Lipari	Page/Step 2	Youth Services – EN	07/05/10
Jessica Luning	Page/Step 7	Adult Services – EN	07/05/10
Caitlyn Maceli	Page/Step 5	Circulation – Npt	07/05/10
Samantha Miller	Page/Step 8	Circulation – Npt	07/05/10
MaryAnn Morrisroe	Page/Step 15	Adult Services – EN	07/05/10

A. Salary Increase (Continued)

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Ryan Mortimer	Page/Step 3	Youth Services – Npt	07/05/10
Elizabeth Murphy	Page/Step 3	Youth Services – Npt	07/05/10
Kristin Murphy	Page/Step 3	Circulation – Npt	07/05/10
Sara Norovzieh	Page/Step 3	Computer Services	07/05/10
Lisa Olivieri	Page/Step 7	Youth Services – Npt	07/05/10
Brittany Pagnotta	Page/Step 5	Circulation – Npt	07/05/10
Andrew Pearlman	Page/Step 8	Adult Services – EN	07/05/10
Julie Pollard	Page/Step 9	Youth Services – Npt	07/05/10
Jessica Raguzin	Page/Step 4	Circulation – Npt	07/05/10
James Reiss	Page/Step 7	Computer Services	07/05/10
Mary Jane Ritter	Page/Step 16	Adult Services – Npt	07/05/10
Theodore Robinson	Page/Step 5	Youth Services – EN	07/05/10
Miriam Roth	Page/Step 20+3	PALS/Tech Services	07/05/10
Justine Rotondo	Page/Step 8	Adult Services – Npt	07/05/10
Nicole Schindel	Page/Step 3	Computer Services	07/05/10
Anoop Singh	Page/Step 3	Youth Services – Npt	07/05/10
Paulina Stewart	Page/Step 5	Youth Services – Npt	07/05/10
Erin Tighe	Page/Step 7	Local History	07/05/10
Ashley Trainor	Page/Step 7	Adult Services – EN	07/05/10
Cathyjean VanDyke	Page/Step 5	Youth Services – Npt	07/05/10
Jessica Wallin	Page/Step 11	Youth Services – EN	07/05/10
Kerry Walsh	Page/Step 9	Computer Services	07/05/10
Victoria Walters	Page/Step 7	Circulation – Npt	07/05/10
Patricia Welsh	Page/Step 12	Adult Services – EN	07/05/10

B. New Employees

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Nikita Rumsey	Page/Step 1	Circulation – Npt	06/28/10
Zachary Tarlow	Page/Step 1	Computer Services	07/06/10
Kayden Becker	Page/Step 1	Circulation – Npt	07/19/10
Emily Powers	Page/Step 1	Circulation – Npt	07/19/10
Regina Sammis	Page/Step 1	Circulation – Npt	07/19/10
Katherine Clark	Page/Step 1	Youth Services – EN	08/02/10
Timothy D'Agostino	Page/Step 1	Computer Services	08/02/10
Arizona Hutchinson	Page/Step 1	Youth Services – EN	08/02/10
Thomas Kennedy	Page/Step 1	Computer Services	08/02/10
Kayla Macdonald	Page/Step 1	Youth Services – Npt	08/02/10
Kelly Mercer	Page/Step 1	Computer Services	08/02/10
Devin Reich	Page/Step 1	Computer Services	08/02/10
Stephen Suozzi	Page/Step 1	Computer Services	08/02/10
Sharon Thomas	Page/Step 1	Computer Services	08/02/10
Molly Baron	Page/Step 1	Computer Services	08/16/10
John Grandy	Page/Step 1	Circulation – Npt	08/16/10
Emily Rodgers	Page/Step 1	Circulation – Npt	08/16/10
Megan Tighe	Page/Step 1	Local History	08/16/10

C. Resignations

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Samantha Miller	Page/Step 8	Circulation – Npt	07/09/10
Jessica Raguzin	Page/Step 4	Circulation – Npt	07/30/10
Elizabeth Allacco	Page/Step 5	Youth Services – EN	07/31/10
Michael Healy	Page/Step 4	Youth Services – EN	07/31/10
Brittany Pagnotta	Page/Step 5	Circulation – Npt	07/31/10
Theodore Robinson	Page/Step 5	Youth Services – EN	07/31/10
Jessica Wallin	Page/Step 11	Youth Services – EN	07/31/10
Marissa Blaszczyk	Page/Step 3	Computer Services	08/01/10
Ryan Baez	Page/Step 5	Youth Services – Npt	08/13/10
Erin Tighe	Page/Step 7	Local History	08/13/10
James Carson	Page/Step 3	Computer Services	08/14/10
Max Curran	Page/Step 2	Computer Services	08/14/10
Jake Everdean	Page/Step 5	Computer Services	08/14/10
Benjamin Kramer	Page/Step 4	Computer Services	08/14/10
Kathryn Murphy	Page/Step 5	Youth Services – Npt	08/14/10
Sara Norovzieh	Page/Step 3	Computer Services	08/14/10
Todd Latchford	Page/Step 3	Circulation – Npt	08/20/10
James Reiss	Page/Step 7	Computer Services	08/20/10
Victoria Walters	Page/Step 7	Circulation – Npt	08/20/10
Julie Pollard	Page/Step 9	Youth Services – EN	08/31/10

D. Retirement

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Margaret Brozek	Librarian IV	Administration	07/01/10
Jean Horesco	Clerk-Typist/Step 19	Circulation – Npt	09/13/10
Barbara Johnson	Librarian III/Step 20+3	Local History	09/13/10

E. Other

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Post Retirement Employment			
Barbara Johnson	PT Librarian III/Step 20+3	Local History	09/13/10

**PERSONNEL REPORT
ADDENDUM**

Approval of the Following Personnel Matters
July 15, 2010

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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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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Promotions

Elizabeth Englert	Librarian II/Step 7	Youth Services	07/19/10
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Janet Naideau	Librarian II/Step 3	Youth Services	07/19/10
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Marianne Cunningham	Senior Library Clerk/ Step 11	Youth Services	07/19/10
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Continuation of Temporary Appointment

Eileen Heinzman	Cashier/Step 1	Accounting	07/19/10 – 10/18/10
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