

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of January 20, 2011 Approved

The regular monthly meeting of the Northport-East Northport Library was held on Thursday, January 20, 2011, in the Board Conference Room of the Northport Library.

The Budget Work Session of the Board of Trustees preceded the Regular Meeting.

1) CALL TO ORDER

Andrea Gladding called the meeting to order at 11:00 AM. Also attending were Ruth McKay, Robert Little, Patricia Flynn, Director Eileen Minogue and Assistant Director James Olney.

Elizabeth McGrail was absent with prior notice.

2) MINUTES OF PREVIOUS MEETING

Mr. Little moved to approve the minutes of December 16, 2010 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 \$ 54,057.63, page 3786, seconded by Mrs. Flynn and unanimously carried.

Mrs. Flynn moved to approve warrant for \$ 74,780.21, page 3787, seconded by Mr. Little and unanimously carried.

Mr. Little moved to approve warrant for \$ 275,249.81, page 3788, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve warrant for \$ 196,042.56, page 3789, seconded by Mrs. Flynn and unanimously carried.

The Board accepted the payrolls for period ending:

December 24, 2010	Page 2014	\$ 197,068.61
January 7, 2011	Page 2015	193,048.87
December 17, 2010	Page 2016	50,417.64

B. Review of monthly expenditures

C. Review of statistical summary.

4) COMMUNICATIONS

Andrea Gladding, President, Board of Trustees of the Northport-East Northport Library received a letter from Harold G. Trabold, President, Board of Trustees of the SCLS, related to establishing a common budget voting day.

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:

Buildings and Ground Services - The inspection for bedbugs proved negative with an ongoing plan established.

The challenge of two heavy snowstorms was successfully handled.

Circulation - The standardization of the telephone number field to 10 digits required customization of hold slips to accommodate the various patron types including homebound.

Computer Services - The Book-A-Trip to the "Brooklyn Holiday Lights Tour" was so popular that a second bus trip was scheduled.

The patron survey evaluating Professor D'Innocenzo's Writers and Themes for the 21st Century were highly adulatory of the program and the library.

Network & Systems Administration Services - New OPAC computers with "green" features of low noise, heat and electrical usage.

East Northport - The new reference librarian Michelle Athanas has started work on Spanish language collection development and community outreach including translating our welcome brochure into Spanish.

The Branch Librarian will represent the library on the East Northport Chamber of Commerce, she also will become certified through completion of the Café Food Manager's Course for on-site café supervision.

Youth Services - The Museum Cove Exhibit on the Long Island Rail Road has drawn media coverage and 300 patrons in one weekend program.

Staff support of Northport's Odyssey of the Mind Team of homeschooled patrons has been greatly appreciated. The team chose "Full Circle" as their challenge, a program sponsored by NASA to be presented March 5, 2011.

Youth Services (continued)

The teen services librarians contribution to the district's Drug and Alcohol Task Force will include a bibliography on the subject to be published in a new monthly OBSERVER column.

Adult Services – Department Head Michelle Epstein and the adult reference librarians partnered with teen services librarians during the annual High School's E-team visit guiding students through database searches on various topics.

Administrative Assistant – The proposed budget document was prepared along with the preliminary steps taken in gearing up for the April 5 budget vote.

Administration – The Annual Holiday Luncheon, rescheduled to January 10, was enjoyed by 85 staff attending who expressed their appreciation.

Three sessions of the Employee Assistance Program on "Coping with Loss" were scheduled and proved relevant and valuable for staff in light of continued community losses.

The exploration and examination of the Northport rear wall problem was conducted through a meeting with an engineer.

6) PERSONNEL REPORT

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

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

Mr. Little moved to approve "C Resignations" in the Personnel Report, seconded by Mrs. McKay and carried. Two pages attached

PERSONNEL REPORT ADDENDUM

Mrs. McKay moved to approve "B New Employees" in the Personnel Report Addendum, seconded by Mr. Little and carried. One page attached

7) APPROVAL TO PRESENT PROPOSED LIBRARY BUDGET 2011/2012 TO THE COMMUNITY ON APRIL 5, 2011

Mr. Little moved to present the library budget for 2011/2012 to the Community on April 5, 2011, seconded by Mrs. McKay and unanimously carried.

8) PROPOSED SCLS 2011 OPERATING BUDGET

Mrs. McKay moved to approve the SCLS 2011 operating budget, seconded by Mrs. Flynn and unanimously carried.

9) PERIOD FOR PUBLIC EXPRESSION

10) UNFINISHED BUSINESS
LIPA PROPERTY TAX LAWSUIT

The Board was brought up to date on the latest developments in the LIPA tax lawsuit.

11) OTHER

12) DATES OF FUTURE MEETINGS

Wednesday, February 16, 2011	10:00 AM	Regular Board Meeting
Tuesday, March 15, 2011	6:00 PM	Regular Board Meeting
Tuesday, March 15, 2011	7:30 PM	Public Information Night

13) ADJOURNMENT

Mr. Little moved to adjourn at 12:30 PM, seconded by Mrs. McKay and carried.

Respectfully submitted,



Patricia Flynn
Secretary

PERSONNEL REPORT
Approval of the Following Personnel Matters
January 20, 2011

A. Salary Increase

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Marilyn Barker	Café Worker/\$9.65 hr.	Community Services	01/03/11
Joyce Bernat	Café Worker/\$13.65 hr.	Community Services	01/03/11
Rose Boccia	Café Worker/\$10.90 hr.	Community Services	01/03/11
Florence Gorman	Café Worker/\$11.15 hr.	Community Services	01/03/11
Jill Krahel	Café Worker/\$10.65 hr.	Community Services	01/03/11
Jill Kuehn	Café Worker/\$10.65 hr.	Community Services	01/03/11
Kathleen O'Sullivan	Café Worker/\$9.90 hr.	Community Services	01/03/11
Caroline Prisco	Café Worker/\$11.15 hr.	Community Services	01/03/11
John Souto	Café Worker/\$11.90 hr.	Community Services	01/03/11
Dominick Tripolone	Café Worker/\$10.65 hr.	Community Services	01/03/11
Dorothy Windus	Café Worker/\$10.90 hr.	Community Services	01/03/11
Katharine Allacco	Page/\$7.40 hr.	Youth Services – EN	01/03/11
Annalee Barclay	Page/\$7.65 hr.	Youth Services – EN	01/03/11
Molly Baron	Page/\$7.40 hr.	Computer Services	01/03/11
Kayden Becker	Page/\$7.40 hr.	Circulation Services	01/03/11
Joanne Blaszczyk	Page/\$8.15 hr.	Circulation Services	01/03/11
Andrew Bloecker	Page/\$7.90 hr.	East Northport	01/03/11
Timothy Bradford	Page/\$7.65 hr.	East Northport	01/03/11
Michael Cavallaro	Page/\$9.40 hr.	Computer Services	01/03/11
Katharine Clark	Page/\$7.40 hr.	Youth Services – EN	01/03/11
Jessica Connors	Page/\$7.90 hr.	Circulation Services	01/03/11
Joseph D'Accordo	Page/\$8.15 hr.	Computer Services	01/03/11
Victoria Galasso	Page/\$8.15 hr.	Circulation Services	01/03/11
Sean Garbarino	Page/\$7.40 hr.	Youth Services – Teen	01/03/11
Gabrielle Gatto	Page/\$7.90 hr.	Youth Services – Teen	01/03/11
John Henry Grandy	Page/\$7.40 hr.	Circulation Services	01/03/11
Samantha Gross	Page/\$9.65 hr.	Adult Services – Npt	01/03/11
Darla Gutierrez	Page/\$10.40 hr.	Youth Services – EN	01/03/11
Frederick Hansen	Page/\$11.15 hr.	East Northport	01/03/11
Meagan Hartough	Page/\$7.90 hr.	East Northport	01/03/11
Eileen Heinzman	Page/\$7.90 hr.	Adult Services – Npt	01/03/11
Arizona Hutchinson	Page/\$7.40 hr.	Youth Services – EN	01/03/11
Kaelie Kelleher	Page/\$7.65 hr.	Youth Services – Npt	01/03/11
Brian Lambert	Page/\$8.15 hr.	Computer Services	01/03/11
Charlotte Latuso	Page/\$8.65 hr.	Circulation Services	01/03/11
Ruby Lindberg	Page/\$7.90 hr.	PALS/Tech Services	01/03/11
Lauren Lipari	Page/\$7.65 hr.	Youth Services – EN	01/03/11
Kayla MacDonald	Page/\$7.40 hr.	Youth Services – Npt	01/03/11
Caitlyn Maceli	Page/\$8.40 hr.	Circulation Services	01/03/11
Kelly Mercer	Page/\$7.40 hr.	Computer Services	01/03/11
Maryann Morrisroe	Page/\$10.90 hr.	East Northport	01/03/11
Ryan Mortimer	Page/\$7.90 hr.	Youth Services – Npt	01/03/11

A. Salary Increase (Continued)

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Elizabeth Murphy	Page/\$7.90 hr.	Youth Services – Npt	01/03/11
Kristin Murphy	Page/\$7.90 hr.	Circulation Services	01/03/11
Lisa Olivieri	Page/\$8.90 hr.	Youth Services – Npt	01/03/11
Andrew Pearlman	Page/\$9.15 hr.	East Northport	01/03/11
Emily Powers	Page/\$7.40 hr.	Circulation Services	01/03/11
Devin Reich	Page/\$7.40 hr.	Computer Services	01/03/11
Mary Jane Ritter	Page/\$11.15 hr.	Adult Services – Npt	01/03/11
Emily Rodgers	Page/\$7.40 hr.	Circulation Services	01/03/11
Miriam Roth	Page/\$13.15 hr.	PALS/Tech Services	01/03/11
Nikita Rumsey	Page/\$7.40 hr.	Circulation Services	01/03/11
Regina Sammis	Page/\$7.40 hr.	Circulation Services	01/03/11
Nicole Schindel	Page/\$7.90 hr.	Computer Services	01/03/11
Anoopa Singh	Page/\$7.90 hr.	Youth Services – Npt	01/03/11
Genevieve Spuhler	Page/\$7.40 hr.	Youth Services – Npt	01/03/11
Paulina Stewart	Page/\$8.40 hr.	Youth Services – Npt	01/03/11
Stephen Suozzi	Page/\$7.40 hr.	Computer Services	01/03/11
Sharon Thomas	Page/\$7.40 hr.	Computer Services	01/03/11
Megan Tighe	Page/\$7.40 hr.	Local History	01/03/11
Suzanne Voizard	Page/\$8.65 hr.	East Northport	01/03/11
Kerry Walsh	Page/\$9.40 hr.	Computer Services	01/03/11
Patricia Welsh	Page/\$10.15 hr.	East Northport	01/03/11

B. New Employees

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Denim Damon	PT Custodial Worker I/Step 1	Buildings & Grounds	01/10/11
James Reiss	Page/\$8.75	East Northport	01/24/11

C. Resignations

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Mary Abella	PT Librarian/Step 4	Youth Services	01/02/11

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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**PERSONNEL REPORT
ADDENDUM**

Approval of the Following Personnel Matters
January 20, 2011

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>
Dove Thomas	PT Librarian Trainee/27 Credits	Adult Services	01/24/11
Marissa Blaszczyk	Page/\$7.75 hr.	Circulation Services	01/24/11

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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