

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY  
Meeting of March 15, 2011 Approved

The regular monthly meeting of the Northport-East Northport Public Library was held on Tuesday, March 15, 2011, in the Board Conference Room of the Northport Library.

1) CALL TO ORDER

Andrea Gladding called the meeting to order at 6:12 PM. Also attending were Robert Little, Patricia Flynn, Elizabeth McGrail, Director Eileen Minogue and Assistant Director James Olney.

Ruth McKay was absent with prior notice.

2) MINUTES OF PREVIOUS MEETING

Mr. Little moved to approve the minutes of February 16, 2011 as presented, seconded by Mrs. McGrail and unanimously carried.

3) FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of warrants

Mrs. McGrail moved to approve warrant for \$ 292,043.41, page 3793, seconded by Mrs. Flynn and unanimously carried.

Mrs. Flynn moved to approve warrant for \$ 79,624.02, page 3794, seconded by Mr. Little and unanimously carried.

Mr. Little moved to approve warrant for \$ 198,353.23, page 3795, seconded by Mrs. McGrail and unanimously carried.

The Board accepted the payrolls for period ending:

|                    |           |              |
|--------------------|-----------|--------------|
| February, 18, 2011 | Page 2019 | \$192,334.80 |
| March 4, 2011      | Page 2020 | 187,490.85   |

B. Review of monthly expenditures

C. Review of statistical summary

D. Acceptance of New York State Annual Report for Public and Association  
Libraries – 2010

Mr. Little moved to accept the New York State Annual Report for Public and Association Libraries, 2010, seconded by Mrs. McGrail and unanimously carried.

4) COMMUNICATIONS

Pegi Orsino, Executive Director Retired Senior Volunteer Program, thanked the library for their donation of "26 computers, keyboards, mice and a large quantity of computer parts."

Communications (continued)

Dominick Laudato commended "Ms Katie Heavyside for her congeniality, diligence, perseverance and skill in locating a Newsday article" for him.

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:

**Adult Services** - The library is serving eleven book discussion groups with the newest being the Atria in East Northport.

**Buildings & Grounds** - The second and most important inspection of our bedbug traps proved negative.

Fire inspections in both buildings were successfully passed.

**Circulation** - The Suffolk County Library System is implementing self-registration software to enable patrons new to the library to have instant access to library resources from home.

**Community Services** - Attendance at programs has been high across the board with Sunday Family Specials drawing 150 patrons, tax assistance for 20 patrons at each weekly session and 30 regulars for monthly blood pressure checks.

**Computer Services** - A new museum pass to the Guggenheim Museum has been purchased for this popular program.

**East Northport** - The expanded Read, Ride, Return Program has been well utilized at the train station. Outreach is being planned to offer "Beach Bag Books" at the three town beaches in our district.

**Network & Systems** - The Department Head's experience in customizing of Millennium templates has drawn county-wide attention resulting in the sharing of his knowledge through System-sponsored presentations.

**Youth Services** - Library representation was provided at the school district's Bilingual Workshop.

The Storytelling Workshop, arranged by the Department Head, for the Huntington Town Zone libraries concluded successfully. The Storyteller agreed to be the required "scholar" for the fall Family Together Book Discussion Grant, which if awarded, would provide a unique program experience for our community.

**Administration** - The Assistant Director attended the New York Library Association's Annual Advocacy Day in Albany to meet our legislators. The goal was to minimize proposed cuts in the Governor's budget for library system aid.

6) PERSONNEL REPORT

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

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

PERSONNEL REPORT ADDENDUM

Mrs. Flynn moved to approve "C Resignations" in the Personnel Report Addendum, seconded by Mrs. McGrail and unanimously carried. One attached page

7) PERIOD FOR PUBLIC EXPRESSION

8) UNFINISHED BUSINESS

LIPA Property Tax Lawsuit

Representatives from Northport, Huntington Town, Suffolk County and New York State are meeting to discuss and find any possible way to stop LIPA'S lawsuit.

9) OTHER BUSINESS

10) DATES OF FUTURE MEETINGS

|                           |                   |                       |
|---------------------------|-------------------|-----------------------|
| Tuesday, April 5, 2011    | 9:00 AM – 9:00 PM | Library Vote          |
| Wednesday, April 20, 2011 | 10:00 AM          | Regular Board Meeting |
| Wednesday, May 18, 2011   | 10:00 AM          | Regular Board Meeting |

11) MOTIION TO CONVENE IN EXECUTIVE SESSION TO DISCUSS STAFF CONTRACT

Mrs. McGrail moved to leave the regular meeting and go into Executive Session to discuss staff contract, seconded by Mrs. Flynn and unanimously carried.

Mrs. Flynn moved to leave the Executive Session and return to the Regular Meeting, seconded by Mr. Little and unanimously carried.

Mr. Little moved to adjourn the Regular Meeting at 7:25 PM, seconded by Mrs. McGrail and unanimously carried.

Respectfully submitted,

*Azda McGrail / for Patricia Flynn*  
 Patricia Flynn  
 Secretary

**PERSONNEL REPORT**  
Approval of the Following Personnel Matters  
March 15, 2011

| A. Salary Increase<br><u>Name</u> | <u>Position &amp; Grade/Step</u>             | <u>Department</u> | <u>Effective Date</u> |
|-----------------------------------|--|-------------------|-----------------------|
| B. New Employees<br><u>Name</u>   | <u>Position &amp; Grade/Step</u>             | <u>Department</u> | <u>Effective Date</u> |
| C. Resignations<br><u>Name</u>    | <u>Position &amp; Grade/Step</u>             | <u>Department</u> | <u>Effective Date</u> |
| Robert Wilson                     | Security Guard/\$17.99 hr.                   | Security          | 02/11/11              |
| D. Retirement<br><u>Name</u>      | <u>Position &amp; Grade/Step</u>             | <u>Department</u> | <u>Effective Date</u> |
| E. Other<br><u>Name</u>           | <u>Position &amp; Grade/Step</u>             | <u>Department</u> | <u>Effective Date</u> |
| Promotion<br>Jaclyn DeStefano     | PT Librarian I*/Step 1<br>*Completion of MLS | Youth Services    | 02/28/11              |

**PERSONNEL REPORT  
ADDENDUM**

Approval of the Following Personnel Matters  
March 15, 2011

**A. Salary Increase**

| <u>Name</u> | <u>Position &amp; Grade/Step</u> | <u>Department</u> | <u>Effective Date</u> |
|-------------|----------------------------------|-------------------|-----------------------|
|-------------|----------------------------------|-------------------|-----------------------|

**B. New Employees**

| <u>Name</u> | <u>Position &amp; Grade/Step</u> | <u>Department</u> | <u>Effective Date</u> |
|-------------|----------------------------------|-------------------|-----------------------|
|-------------|----------------------------------|-------------------|-----------------------|

**C. Resignations**

| <u>Name</u> | <u>Position &amp; Grade/Step</u> | <u>Department</u>  | <u>Effective Date</u> |
|-------------|----------------------------------|--------------------|-----------------------|
| June White  | PT Library Clerk/Step 18         | PALS/Tech Services | 03/11/11              |
| Molly Baron | Page/\$7.40 hr.                  | Computer Services  | 03/14/11              |

**D. Retirement**

| <u>Name</u> | <u>Position &amp; Grade/Step</u> | <u>Department</u> | <u>Effective Date</u> |
|-------------|----------------------------------|-------------------|-----------------------|
|-------------|----------------------------------|-------------------|-----------------------|

**E. Other**

| <u>Name</u> | <u>Position &amp; Grade/Step</u> | <u>Department</u> | <u>Effective Date</u> |
|-------------|----------------------------------|-------------------|-----------------------|
|-------------|----------------------------------|-------------------|-----------------------|