

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of July 23, 2013

Approved

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held in the Northport Library Conference Room on Tuesday, July 23, 2013.

1) CALL TO ORDER

Chairperson Patricia Flynn called the meeting to order at 10:43 AM following the Annual Reorganizational Meeting. Also attending were Margaret Hartough, Robert Little, Andrea Gladding, Elizabeth McGrail, Assistant Director Nancy Morcerf and Director James Olney.

2) THE PLEDGE OF ALLEGIANCE was recited by those attending at the beginning of the Reorganizational meeting.

3) MINUTES OF PREVIOUS MEETING

Mr. Little moved to approve the minutes of June 20, 2013 as presented, seconded by Mrs. Gladding and unanimously carried.

4) FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of warrants

Mrs. Hartough moved to approve warrant for \$ 278,698.66, page 3895, seconded by Mr. Little and unanimously carried.

Mrs. McGrail moved to approve warrant for \$ 189,424.65, page 3896, seconded by Mrs. Hartough and unanimously carried.

Mrs. Hartough moved to approve warrant for \$ 100,717.75, page 3897, seconded by Mr. Little and unanimously carried.

Mr. Little moved to approve warrant for \$ 282,806.16, page 3898, seconded by Mrs. Gladding and unanimously carried.

PAYROLL REGISTER

The Board accepted the payroll for the period ending:

June 21, 2013	Page 2082	\$180,533.03
July 5, 2013	Page 2083	179,962.55
July 19, 2013	Page 2084	184,679.66

B. Review of monthly expenditures

C. Review of statistical summary

5) COMMUNICATIONS

6) DIRECTOR'S REPORT

The Director's Report was given orally in addition to the packet available to the Trustees at the Circulation Desk prior to the meeting.

Administration – A New York State Bullet Aid Grant in the amount of \$10,000 has been awarded to the library by Senator Flanagan to help fund the replacement of the well-worn carpeting in the children's area of the East Northport building.

Our preliminary experiment with inter-library loan of new non-fiction items from the collection has had little impact on the ability to browse this collection encouraging serious consideration to expanding this practice to other item types.

Adult Services – Theatre Three in Port Jefferson has once again donated tickets to be used as a grand prize for a lucky participant in the Adult Summer Reading Club.

The library participated in the Farmer's Market sponsored by the Northport Chamber of Commerce on two warm Saturday mornings.

Buildings and Grounds – The Northport building has been experiencing an increase in ballast failures likely attributed to the voltage fluctuations during periods of high electrical demand.

A hot water heater located in the ceiling near the café at Northport sprung a leak and needed to be replaced.

The interior walls on the main floor and high-traffic areas of the East Northport building have been repainted. This has resulted in a brighter, cleaner and less cluttered look in the building. The East Northport parking lot has been sealed and striped. Some repairs that will need to be addressed within the next few years have been noted.

Circulation – The library's coupon booklet promotions have had another successful year. Silver Star Coupon Booklets were given out to 70 patrons in this past fiscal year with a total 1,571 distributed to date. The Military Coupon Booklets have been given to 102 patrons in the past year.

Community Services – Fifty patrons attended the Home Canning program and 54 patrons attended the presentation by Long Island muralist Hans Gabali.

The Friends of the Library have elected a new president and have agreed to purchase a museum pass to the Parrish Art Museum. The Friends have been rather successful in their low-impact fundraising approach. Rather than holding a book sale they have solicited for new members, sent membership renewal reminders, sponsored train trips, sold aquarium tickets and provided discounts to the Engeman Theater.

Network Systems - New color laser printers have been installed at the Circulation Desk in each building. These will soon be joined by the public black and white laser printers to enable better oversight and payment collection for printing.

The recently replaced patron counter installed on the rear entrance in Northport is providing inaccurate figures and now the counter on the security gate located at the front entrance has failed. A new more advanced system has been ordered to replace both units and will be installed soon.

Youth Services – All six elementary schools were visited in June by our Youth Services Librarians to promote summer reading and the library’s Summer Reading Club.

Our Teen Services librarian attended the YALSA Best Fiction Books for Young Adults committee meeting in Chicago. Although she joined four months after the committee began she was still able to read and prepare to discuss over 75 books.

7) PERSONNEL REPORT

Mrs. Hartough moved to approve “A Salary Increase” in the Personnel Report, seconded by Mr. Little and unanimously carried.

Mr. Little moved to approve “B New Employees” in the Personnel Report, seconded by Mrs. Gladding and unanimously carried.

Mrs. Gladding moved to approve “C Resignations” in the Personnel Report, seconded by Mrs. McGrail and unanimously carried, page attached.

8) PERIOD OF PUBLIC EXPRESSION

9) UNFINISHED BUSINESS

10) OTHER BUSINESS

11) DATE OF FUTURE MEETINGS

August 2013 – No meeting scheduled

Tuesday, September 17, 2013

5:30 PM – Regular Meeting

Thursday, October 17, 2013

10:00 AM – Regular Meeting

12) Motion to close Regular Meeting and move to convene in Executive Session to discuss Administrative Contract.

Mrs. McGrail moved to convene in Executive Session to discuss Administrative Contract, seconded by Mrs. Hartough and unanimously carried

Mrs. Gladding moved to end Executive Session and return to the Regular Meeting, seconded by Mrs. McGrail and unanimously carried.

13) Administrative Contract, July 1, 2013 – June 30, 2016

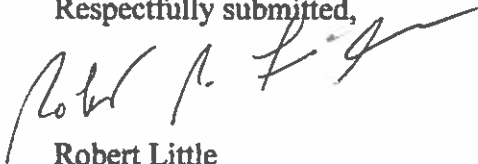
Mrs. Hartough moved to approve Administrative Contract, July 1, 2013 – June 30, 2016, seconded by Mr. Little and unanimously carried.

14) Adjournment

Mr. Little moved to adjourn the Regular Meeting at 11:56 AM, seconded by Mrs. McGrail and unanimously carried.

The Staff Recognition Ceremony followed in the Community Room

Respectfully submitted,



Robert Little
Secretary

PERSONNEL REPORT

Approval of the Following Personnel Matters

July 23, 2013

A. Salary Increase

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Vincent Catalano	Security Guard/\$19.39	Security	07/01/13
James Grillo	Security Guard/\$18.89	Security	07/01/13
John Monaco	Security Guard/\$18.89	Security	07/01/13
Lam Nguyen	Security Guard/\$18.39	Security	07/01/13
Victor Nicotra	Security Guard/\$18.39	Security	07/01/13
Robert Norwood	Security Guard/\$18.39	Security	07/01/13
Ralph Pellegrino	Security Guard/\$19.39	Security	07/01/13
Salvatore Rapisardi	Security Guard/\$22.41	Security	07/01/13
Charles Sentowski	Security Guard/\$20.60	Security	07/01/13
Luigi Suriano	Security Guard/\$19.39	Security	07/01/13
Marilyn Barker	Café Worker/\$10.50	Community Services	07/15/13
Joyce Bernat	Café Worker/\$14.40	Community Services	07/15/13
Florence Gorman	Café Worker/\$12.00	Community Services	07/15/13
Jill Krahel	Café Worker/\$11.50	Community Services	07/15/13
Jill Kuehn	Café Worker/\$11.50	Community Services	07/15/13
Barbara Minogue	Café Worker/\$8.30	Community Services	07/15/13
Caroline Prisco	Café Worker/\$12.00	Community Services	07/15/13
John Souto	Café Worker/\$12.75	Community Services	07/15/13
Dominick Tripolone	Café Worker/\$11.50	Community Services	07/15/13
Olivia Bernard	Page/\$7.90	Circulation – Npt	07/15/13
Casey Burke	Page/\$7.60	Adult Services – LH	07/15/13
Chelsea Cirruzzo	Page/\$7.60	Youth Services – EN	07/15/13
Christine Condon	Page/\$8.05	Youth Services – EN	07/15/13
Jessica Connors	Page/\$8.70	Circulation – Npt	07/15/13
Monica Dietlin	Page/\$7.60	Youth Services – EN	07/15/13
Anna Drewitz	Page/\$7.60	Circulation – Npt	07/15/13
Devin Dwyer	Page/\$7.90	Circulation – Npt	07/15/13
Paolina Enrico	Page/\$7.90	Circulation – Npt	07/15/13
Samantha Gross	Page/\$10.45	Adult Services – Npt	07/15/13
Matthew Joyce	Page/\$7.90	Circulation – Npt	07/15/13
Julia Jozefowski	Page/\$7.90	Youth Services – EN	07/15/13
Elizabeth Klonowski	Page/\$7.90	Adult Services – EN	07/15/13
Brian Lambert	Page/\$8.65	Adult Services – EN	07/15/13
Charlotte Latuso	Page/\$9.45	Circulation – Npt	07/15/13
Ruby Lindberg	Page/\$8.40	Youth Services – Npt	07/15/13
Benjamin Maritato	Page/\$7.90	Youth Services – Npt	07/15/13
Jacqueline Morreale	Page/\$8.40	Adult Services – Npt	07/15/13
Mary Ann Morrisroe	Page/\$11.70	Adult Services – EN	07/15/13
Lisa Oliveri	Page/\$9.70	Youth Services – Npt	07/15/13
Taylor Pearl	Page/\$7.60	Circulation – Npt	07/15/13
Mary Jane Ritter	Page/\$11.95	Adult Services – Npt	07/15/13
Olivia Rizzo	Page/\$7.60	Youth Services – Npt	07/15/13

A. Salary Increase (Continued)

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Andrew Rizzuti	Page/\$7.90	Adult Services – EN	07/15/13
Regina Sammis	Page/\$8.20	Circulation – Npt	07/15/13
Amara Sarno	Page/\$7.90	PALS/Tech Services	07/15/13
Anoop Singh	Page/\$8.70	Youth Services – Npt	07/15/13
Paulina Stewart	Page/\$9.20	Youth Services – Npt	07/15/13
Emily Timm	Page/\$7.60	Youth Services – Teen	07/15/13
Maggie Toolan	Page/\$7.60	Youth Services – Npt	07/15/13
Kerry Walsh	Page/\$10.20	Adult Services – EN	07/15/13
Kimberly Washburn	Page/\$7.90	Youth Services – EN	07/15/13
Patricia Welsh	Page/\$10.95	Adult Services – EN	07/15/13
Julianne Young	Page/\$7.60	Youth Services – Teen	07/15/13
Peter Zuchowski	Page/\$8.55	Network & Systems	07/15/13
Alyssa Zursawsky	Page/\$7.90	Youth Services – EN	07/15/13

B. New Employees

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Kevin Darrell	Page/\$7.25	Circulation – Npt	07/24/13
Daniel Smith	Page/\$7.25	Circulation – Npt	07/24/13
Hannah Van Wickler	Page/\$7.25	Youth Services – Npt	08/12/13
Sierra Acosta	Page/\$7.25	Circulation – Npt	08/13/13
Amanda Glassner	Page/\$7.25	Circulation – Npt	08/13/13
Adam Lawrence	Page/\$7.25	Circulation – Npt	08/13/13
Grace Mortimer	Page/\$7.25	Youth Services – Teen	08/13/13
Julia Menges	Page/\$7.25	Youth Services – EN	08/19/13
Abigail Vogt	Page/\$7.25	Youth Services – EN	08/19/13

C. Resignations

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Jenna Lopizzo	Page/\$7.70	Circulation – Npt	07/13/13
Olivia Bernard	Page/\$7.90	Circulation – Npt	08/02/13
Devin Dwyer	Page/\$7.90	Circulation – Npt	08/09/13
Matthew Joyce	Page/\$7.90	Circulation – Npt	08/09/13
Benjamin Maritato	Page/\$7.90	Youth Services – Npt	08/10/13
Emily Timm	Page/\$7.60	Youth Services – Teen	08/12/13
Julia Jozefowski	Page/\$7.90	Youth Services – EN	08/17/13
Maggie Toolan	Page/\$7.60	Youth Services – Npt	08/17/13
Kimberly Washburn	Page/\$7.90	Youth Services – EN	08/17/13
Alyssa Zurawsky	Page/\$7.90	Youth Services – EN	08/17/13

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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