

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY

MEETING OF JANUARY 22, 2015

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 Thursday, January 22, 2015.

- I. Chairperson Margaret Hartough called the meeting to order at 11:46 am. Also attending were Robert Little, Andrea Gladding, Elizabeth McGrail, Director James Olney and Assistant Director Nancy Morcerf. Patricia Flynn was absent.
- II. THE PLEDGE OF ALLEGIANCE was recited by those attending.
- III. MINUTES OF THE PREVIOUS MEETING
Mr. Little moved to approve the minutes of December 18, 2014 as amended, and seconded by Mrs. Gladding and unanimously carried.
- IV. FINANCIAL SECRETARY & TREASURER'S REPORT
 - A. Approval of Warrants
Mrs. Gladding moved to approve warrant for \$202,042.35, page 3966, seconded by Mrs. McGrail and unanimously carried.
Mrs. Gladding moved to approve warrant for \$185,638.59, page 3967, seconded by Mr. Little and unanimously carried.
Mr. Little moved to approve warrant for \$195,207.13, page 3968, seconded by Mrs. Gladding and unanimously carried.
Mrs. Gladding moved to approve warrant for \$197,131.95, page 3969, seconded by Mrs. McGrail and unanimously carried.
Mrs. McGrail moved to approve warrant for \$6,117.52, page 3970, seconded by Mr. Little and unanimously carried.

PAYROLL REGISTER

The Board accepted the payroll for the period ending:

December 19, 2014	Page 2121	\$191,260.62
January 2, 2015	Page 2122	\$189,301.47
January 16, 2015	Page 2123	\$186,593.84

- B. Review of Monthly expenditures
- C. Review of statistical summary

V. COMMUNICATIONS

VI. DIRECTOR'S REPORT

Administration

The East Northport reference office has been renovated to incorporate teen services staff and stimulate more efficient and effective collaboration between colleagues. The office actually looks larger!

One of the new Northport book drops has arrived and is functioning. The media drop had to be returned due to damage during shipping.

Adult and Teen Services

We have contacted the Andrew Heiskell Braille and Talking Book Library to pursue a "browsing collection" to be housed temporarily in the Northport Library.

An Art Mezzanine display was prepared on Henri Matisse in support of the exhibit at MOMA and the library talk in December.

The Teen Advisory Board prepared holiday gift bags for the dogs and cats at the Little Shelter in Huntington. Each animal adopted during the holidays went "home" with a gift bag.

One hundred patrons attended the Narcan Training sponsored by the Drug and Alcohol Task Force – a number of "new adults" attended.

Building and Grounds

The carbon monoxide detectors have been installed and armed in both buildings. Procedures were written and distributed to all departments and have been included on the staff blog. Carbon monoxide "drills" will be held when we hold our annual fire drills.

The Northport bridge ice-melt mechanism was repaired just in time for our first frosty precipitation.

The fireplaces in both buildings have been inspected and are providing added warmth and ambiance.

Children and Family Services

The Gingerbread House program was enjoyed by 20 families. The professional baker running the program this year provided all materials as well as instruction and inspiration.

One of our East Northport families returned to Japan after living in our community for several years following the tsunami. The mother has emailed our Children's Librarians to keep in touch and to express how much the children miss the East Northport Library. "You always welcome us there and gave us fun time. Thank you very much. You are always in our heart..." The oldest child's bookmark is this month's winning feature in our Newsletter.

A local children's toy shop donated a train table to Northport and a patron donated an activity center to East Northport.

Circulation

PALS will be turning on a Direct Access feature allowing patrons from PALS libraries to go to a non-PALS Suffolk County Libraries (ie Huntington) to check out and return materials. At this time, this feature is for Suffolk Libraries only but lays the groundwork for future direct access in Nassau County.

The transition to Sierra has gone so smoothly that some circulation staff have "forgotten" Millennium!

Community Services

We have begun to offer additional afternoon programs with the goal of attracting the audience of patrons who prefer to stay home during the winter evenings. Art historian Mary Vahey spoke about Henri Matisse's Cut-Outs on the afternoon of December 12.

Neither rain, nor buckets of rain.... Could deter the 55 NYC-bound patrons enjoying the "on-your-own" trip one drippy December Saturday.

Ninety patrons attended the annual EN Fireside Northport Middle School Chamber Performance.

An additional 144 tickets have been sold by the Friends of the Library for the American Museum of Natural History. A third batch of 144 has been requested to finish out these winter months.

We now have 31 museum passes to 21 museums.

Network and Systems

The "tax prep" computers are being readied for the February start of our AARP tax assistance. We are very fortunate to have these volunteers in each of our buildings once a week throughout the busy tax season.

VII. PERSONNEL REPORT

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

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

VIII. LIBRARY BUDGET 2015/2016

Mr. Little moved to approve the presentation of the proposed Library Budget 2015/2016, to the Community on April 14, 2015, seconded by Mrs. Gladding and unanimously carried.

IX. PERIOD FOR PUBLIC EXPRESSION

X. OTHER BUSINESS

XI. DATES OF FUTURE MEETINGS

Thursday, February 19, 2015, 10:00 am-Regular Board Meeting

Tuesday, March 24, 2015, 5:30 pm-Regular Board Meeting

Tuesday, March 24, 2014, 7:30 pm-Public Information Night

XII. ADJOURNMENT

Mr. Little moved to adjourn the Regular Meeting at 12:15 pm, seconded by Mrs. Gladding and unanimously carried.

Respectfully submitted,



Robert Little
Secretary