

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY

MEETING AUGUST 17, 2017

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, August 17, 2017.

I. CALL TO ORDER

Chairperson Jacqueline Elsas called the meeting to order at 10:00am. Also present were Georganne White, Margaret Hartough, Judith Bensimon, Assistant Director Nancy Morcerf and Director James Olney. Elizabeth McGrail was absent.

II. PLEDGE OF ALLEGIENCE was recited by those attending.

III. ADOPTION OF THE AGENDA

Mrs. Hartough moved to approve the agenda, seconded by Ms. White and unanimously carried.

IV. PERIOD FOR PUBLIC EXPRESSION

V. REVISION OF REQUIRED CHECK SIGNATURES

Mrs. Bensimon moved to approve the Revision of Required Check Signatures, seconded by Mrs. Hartough and unanimously carried.

VI. FINANCIAL SECRETARY & TREASURER'S REPORT

A. APPROVEAL OF WARRANTS

Ms. White moved to approve warrant for \$298,716.09, page 4091, second by Mrs. Bensimon and unanimously carried.

Mrs. Bensimon moved to approve warrant for \$122,201.37, page 4092, seconded by Mrs. Hartough and unanimously carried.

Mrs. Hartough moved to approve warrant for \$184,359.92, seconded by Ms. White and unanimously carried.

B. PAYROLL REGISTER

Ms. White moved to approve payroll of \$192,728.71, page 2192, seconded by Mrs. Bensimon and unanimously carried.

Mrs. Hartough moved to approve Deferred Compensation Direct Payment of \$10,380.03, page 2193, seconded by Ms. White and unanimously carried.

Ms. White moved to approve Deferred Compensation Omni Distribution of \$77,034.47, page 2194, seconded by Mrs. Bensimon and unanimously carried.

Mrs. Bensimon moved to approve payroll of \$196,383.58, page 2195, seconded by Mrs. Hartough and unanimously carried.

VII. PERSONNEL REPORT

Mrs. Hartough moved to approve "B. New Employees" in the personnel report, seconded by Ms. White and unanimously carried.

Ms. White moved to approve "E. Other: Request for Leave of Absence" in the personnel report, seconded by Mrs. Bensimon and unanimously carried.

Mrs. Bensimon moved to approve "E. Other: Change of Resignation Date" in personnel report, seconded by Mrs. Hartough and unanimously carried.

VIII. OTHER BUSINESS

Mrs. Elsas read the resolution regarding bank signature plates which was then signed by Mrs. Bensimon, Secretary.

Mrs. Elsas read the resolution regarding the First National Bank accounts and approved signatories.

IX. DATES OF FUTURE MEETINGS

Thursday, September 14, 2017 - 10:00am - Regular Board Meeting

Thursday, October 19, 2017 -10:00am - Regular Board Meeting

X. ADJOURNMENT

Mrs. Hatough moved to adjourn the Meeting at 10:15am, seconded by Ms. White and unanimously carried.

Respectfully submitted,



Judith Bensimon
Secretary



Northport-East Northport Public Library

151 Laurel Avenue • Northport, NY 11768 • 631-261-6930
185 Larkfield Road • East Northport, NY 11731 • 631-261-2313
www.nenpl.org

Dear Board Member:

The regular meeting of the Board of Trustees of the Northport-East Northport Public Library will be held on **Thursday, August 17, 2017, 10:00 AM** in the Board Conference Room.

REVISED AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Adoption of Agenda (Motion required)
- IV. Period for Public Expression
- V. Revision of Required Check Signatures (Motion required)
- VI. Approval of warrants (Motion required)
- VII. Personnel Report (Motion required)
- VIII. Date of next library board meetings:
Thursday, September 14, 2017, 10:00 AM – Regular Board Meeting
Thursday, October 19, 2017, 10:00 AM – Regular Board Meeting
- IX. Adjournment

PERSONNEL REPORT
Approval of the Following Personnel Matters
August 17, 2017

A. Salary Increase

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

B. New Employees

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Leonardo Gonzales	Security Guard/\$17.49 hr.	Security	08/18/17
Celia LaNovara	Café Worker/\$10.50 hr.	Community Services	08/18/17

C. Resignations

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

D. Retirement

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

E. Other

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

Request for Leave of Absence

Hunter Chin	Page/\$10.00 hr.	Circulation – Npt	08/02/17 – 08/12/17
Melanie Schatz	Page/\$10.00 hr.	Children & Family – EN	08/09/17 – 08/22/17
E. Renee Capitanio	PT Librarian I/Step 16	Adult & Teen Svcs	10/12/17 – 10/27/17

Change of Resignation Date

Casey Macolino	Page/\$10.00 hr.	Adult & Teen Svcs	08/09/17
----------------	------------------	-------------------	----------

Report approved by Board of Trustees


 Secretary

**V. Revision of Required Check Signatures
(Motion Required)**

All checks issued require two signatures; the Library Treasurer and the Financial Secretary. A third signature for checks over \$8,000 is no longer required. This change is being made after consultation with the First National Bank of Long Island and the Library Treasurer.