

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY

MEETING OF AUGUST 14, 2025

The regular meeting of the Board of Trustees of the Northport-East Northport Public Library was held in the Northport Library Conference Room on Thursday, August 14, 2025.

- I. **CALL TO ORDER**
President Carolyn McQuade called the meeting to order at 10:03am. Also present were Trustees Lisa Herskowitz, Jacqueline Elsas, Michelle Glennon, Margaret Hartough, Assistant Director Andrew Salomon, and Director James Olney.
- II. **PLEDGE OF ALLEGIANCE** was recited by those attending.
- III. **ADOPTION OF THE AGENDA**
Mrs. Herskowitz moved to approve the agenda seconded by Mrs. Elsas and unanimously carried.
- IV. **PERIOD FOR PUBLIC EXPRESSION**
- V. **MINUTES OF PREVIOUS MEETINGS**
Mrs. Elsas moved to approve minutes of the Reorganizational Meeting of July 17, 2025, seconded by Mrs. Glennon, and unanimously carried.
Mrs. Glennon moved to approve minutes of the Regular Board Meeting of July 17, 2025, as amended, seconded by Mrs. Hartough, and unanimously carried.
- VI. **FINANCIAL SECRETARY & TREASURER'S REPORT**
 - A. **Approval of Warrants**
Mrs. Glennon moved to approve warrant for \$476,346.40, page 4414, seconded by Mrs. Hartough and unanimously carried.
Mrs. Hartough moved to approve warrant for \$237,863.66, page 4415, seconded by Mrs. Herskowitz and unanimously carried.
Mrs. Herskowitz moved to approve warrant for \$139,510.11, page 4416, seconded by Mrs. Elsas and unanimously carried.
 - B. **Payroll Register**
Mrs. Elsas moved to approve payroll of \$257,287.52, page 2417, seconded by Mrs. Glennon and unanimously carried.
Mrs. Glennon moved to approve payroll of \$233,111.86, page 2418, seconded by Mrs. Hartough and unanimously carried.
Mrs. Hartough moved to approve payroll of \$30,096.09, page 2419, seconded by Mrs. Herskowitz and unanimously carried.
 - C. **Review of Monthly Expenditures**
- VII. **COMMUNICATION**
No communications.

VIII. PERSONNEL REPORT

Mrs. Hartough moved to approve "B." (New Employees) in the Personnel Report, seconded by Mrs. Herskowitz and unanimously carried.

Mrs. Herskowitz moved to approve "C." (Resignations) in the Personnel Report, seconded by Mrs. Elsas and unanimously carried.

IX. OTHER BUSINESS

Mr. Olney gave the Board information on the upcoming Trustee Workshop on Tuesday, October 28, 6-8pm at the Half Hollow Hills Public Library.

X. DATES OF FUTURE MEETINGS

Thursday, September 18, 2025	10:00am	Regular Board Meeting
Thursday, October 23, 2025	10:00am	Regular Board Meeting

XI. ADJOURNMENT

Mrs. Elsas moved to adjourn meeting at 11:10am, seconded by Mrs. Glennon and unanimously carried.

Respectfully Submitted



Michelle Glennon
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 14, 2025, at 10 AM** in the Board Conference Room.

A G E N D A

- I. Call to Order
- II. Pledge of Allegiance
- III. Adoption of Agenda (Motion required)
- IV. Period for Public Expression
- V. Minutes of previous meeting(s) (Motion required)
- VI. Financial Secretary & Treasurer's Report
 - A. Approval of warrants (Motion required)
 - B. Acceptance of payroll registers (Motion required)
 - C. Review of monthly expenditures
- VII. Communications
- VIII. Personnel Report (Motion required)
- IX. Other Business
- X. Date of next library board meetings:
Thursday, September 18, 2025, 10:00 AM – Regular Board Meeting
Thursday, October 23, 2025, 10:00 AM – Regular Board Meeting
- XI. Adjournment

**LIBRARY BOARD MEETING
AUGUST 14, 2025**

ACCOUNTS PAYABLE

4414 7/16/25	\$476,346.40	Four Hundred & Seventy Six Thousand Three Hundred & Forty Six Dollars & Forty Cents
4415 7/30/25	\$237,863.66	Two Hundred & Thirty Seven Thousand Eight Hundred & Sixty Three Dollars & Sixty Six Cents
4416 8/14/25	\$139,510.11	One Hundred & Thirty Nine Thousand Five Hundred & Ten Dollars & Eleven Cents

PAYROLL REGISTER

2417 7/18/25	\$257,287.52	Two Hundred & Fifty Seven Thousand Two Hundred & Eighty Seven Dollars & Fifty Two Cents
2418 8/1/25	\$233,111.86	Two Hundred & Thirty Three Thousand One Hundred & Eleven Dollars & Eighty Six Cents
2419 8/5/25	\$30,096.09	Thirty Thousand Ninety Six Dollars & Nine Cents

PERSONNEL REPORT

Approval of the Following Personnel Matters
August 14, 2025

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>
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Charlotte Lynn	Page/\$17.00 hr.	Adult & Teen Svcs	08/18/25
Christian Puccio	Page/\$17.00 hr.	Adult & Teen Svcs	08/18/25

C. Resignations

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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Sophia Malon	Page/\$17.40 hr.	Children & Family Svcs	07/23/25
Charlotte Stuertz	Page/\$17.40 hr.	Adult & Teen Svcs	07/31/25
Alina Mendonis	Page/\$17.20 hr.	Children & Family Svcs	08/08/25
Joseph DeRosa	Page/\$17.40 hr.	Adult & Teen Svcs	08/09/25
Matthew Munson	Page/\$17.40 hr.	Children & Family Svcs	08/12/25
Kate Karp	Page/\$16.50 hr.	Adult & Teen Svcs	08/14/25
James Noonan	PT Library Clerk/Step 1	Adult & Teen Svcs	08/23/25

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</u>	<u>Department</u>	<u>Effective Date</u>
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Promotion

Request for Leave of Absence

Report approved by Board of Trustees


Secretary