

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY

MEETING OF JANUARY 22, 2026

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, January 22, 2026.

I. CALL TO ORDER

President Carolyn McQuade called the meeting to order at 10:05 am. Also present were Trustees Lisa Herskowitz, Jacqueline Elsas, Margaret Hartough, Assistant Director Andrew Salomon and Director James Olney. Absent with prior notice was Michelle Glennon.

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 MEETING

Mrs. Elsas moved to approve minutes of the December 18, 2025 budget work session, seconded by Mrs. Hartough and unanimously carried.

Mrs. Hartough move to approve the minutes of the regular board meeting December 18, 2025 seconded by Mrs. Herskowitz and unanimously carried.

VI. FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of Warrants

Mrs. Herskowitz moved to approve warrant for \$353,168.14, page 4430, seconded by Mrs. Elsas and unanimously carried.

Mrs. Elsas moved to approve warrant for \$222,845.93, page 4431, seconded by Mrs. Hartough and unanimously carried.

Mrs. Hartough moved to approve warrant for \$77,881.40, page 4432, seconded by Mrs. Herskowitz and unanimously carried.

Mrs. Herskowitz moved to approve warrant for \$385,484.37, page 4433, seconded by Mrs. Elsas and unanimously carried.

Mrs. Elsas moved to approve warrant for \$121,704.66, page 4434, seconded by Mrs. Hartough and unanimously carried.

B. Payroll Register

Mrs. Hartough moved to approve payroll of \$227,551.44, page 2430, seconded by Mrs. Herskowitz and unanimously carried.

Mrs. Herskowitz moved to approve payroll of \$228,929.63, page 2431, seconded by Mrs. Elsas and unanimously carried.

Mrs. Elsas moved to approve payroll of \$253,013.85, page 2432, seconded by Mrs. Hartough and unanimously carried.

C. Review of Monthly Expenditures

D. Review of Statistical Summary

VII. COMMUNICATION

Letter of Resignation from staff member Deborah Formosa

Letter of Resignation from our Annual Financial Auditor Toni Wu of Bayside CPA PLLC.

VIII. DIRECTOR'S REPORT

Administration

Staff who were not able to attend one of our in-person *Workplace Violence Prevention Trainings* have been assigned an online course to fulfill their annual training requirement.

Three snow related closings have enabled us to refine the DialMyCalls procedure and review the intricacies of the decision-making process.

Adult and Teen Services

The *Adult Winter Reading Club* has begun and will continue through March 9.

Our *Medicine Collection* event enabled 35 patrons to properly dispose of 36 lbs. of unused or expired prescription and over-the-counter medications.

The 1935, 1936 and 1938 issues of the *Northport Observer* have been scanned and are now available on the *New York State Historic Newspapers* database.

Building and Grounds

The exterior automatic door motor at the Northport building pedestrian bridge entrance was replaced under warranty.

The blower motor providing heat to the Northport building lower-level staff area was replaced.

Children and Family Services

Five-hundred-seventy-three patrons completed our December Scavenger Hunt featuring characters from winter holiday movies.

An additional PJ storytime and a Saturday morning storytime were added in response to patron requests and have been well received with good attendance.

The annual *Noon Year's Eve* program was expanded to feature a DJ for the 115 patrons in attendance.

The parents of a child named Ruby gave a very kind note to our Children and Family Services staff stating, "We appreciate all of you so much! Thank you for creating such a safe and loving place for our community. Your work matters!"

Community Services

Seventy-eight patrons joined Mike Bottini, Wildlife Biologist at *Seatuck Environmental Association*, to learn about the ongoing *Long Island Mammal Survey* and some fascinating facts about the diverse mammal species found on Long Island. The return of the river otter to the Northport area was discussed, as well as a new arrival: the eastern coyote.

The 60th anniversary of *The Sound of Music* was celebrated by 38 patrons with Savvy Sightseer Jeanne Schnupp as she gave an insider's look at Salzburg, the city "star" of the iconic movie. Fact and fiction were discussed along with a lively look at scenic backdrops and little-known facts from the film.

Professor Thomas Germano discussed the art of painter and illustrator Norman Rockwell (1894–1978) with 34 art enthusiasts. Rockwell's cover illustrations for *The Saturday Evening Post* and the Boy Scout calendar spanned five decades and made him a household name. Not one to shy away from controversial themes, Rockwell also addressed racism, poverty, segregation, and tolerance in his work.

The *Northport-East Northport Public Library Ink Stories* traveling exhibit was on display at the Hauppauge Public Library during the month of November.

The *Northport-East Northport Public Library Playbill* traveling exhibit is currently being featured at the Floyd Memorial Library.

Customer Service and Materials Management

Staff have begun holding departmental meetings online to make it easier for staff from both buildings to attend.

Staff created Magic holiday boxes so that staff members could pose for photos in their ugly sweaters.

Network and Systems

The air conditioning unit in the East Northport Server room failed. Service technicians reported a refrigerant leak and recharged the unit. The source of the leak was not found so it will need to be monitored.

IX. PERSONNEL REPORT

Mrs. Herskowitz moved to approve A. (Salary Increase) in the Personnel Report, seconded by Mrs. Elsas, and unanimously carried.

Mrs. Elsas moved to approve D. (Retirement) in the Personnel Report, seconded by Mrs. Hartough, and unanimously carried

Mrs. Hartough moved to approve E. (Other) in the Personnel Report, seconded by Mrs. Herskowitz and unanimously carried.

Mrs. Herskowitz moved to approve B. (New Employee) in the Personnel Report Addendum, seconded by Mrs. Elsas and unanimously carried.

X. PROPOSED LIBRARY BUDGET 2026/2027

Mrs. Elsas moved to approve the presentation of the proposed Library Budget 2026/2027 to the community on April 14, 2026, seconded by Mrs. Hartough and unanimously carried.

XI. Motion to convene in Executive Session to discuss Kerouac unpublished manuscript litigation
Mrs. Herskowitz moved to convene in Executive Session, seconded by Mrs. Elsas, and unanimously carried.

Mrs. Herskowitz moved to exit Executive Session, seconded by Mrs. Elsas and unanimously carried.

XII. OTHER BUSINESS
No Other Business

XIII. DATES OF FUTURE MEETINGS

Thursday, February 26, 2026	10:00am	Regular Board Meeting
Tuesday, March 31, 2026	5:30 PM	Regular Board Meeting
Tuesday, March 31, 2026	7:30 PM	Public Information Meeting

XIII. ADJOURNMENT

Mrs. Herskowitz moved to adjourn meeting at 12:45pm, seconded by Mrs. Elsas and unanimously carried.

Respectfully Submitted





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, January 22, 2026, at 10:00 AM** in the Board Conference Room.

AGENDA

- 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
 - D. Review of statistical summary
- VII. Communications
- VIII. Director's Report
- IX. Personnel Report (Motion required)
- X. Approval to present proposed Library Budget 2026/2027 to the Community on April 14, 2026 (Motion required)
- XI. Motion to convene in Executive Session to discuss Kerouac unpublished manuscript litigation (Motion required)
- XII. Other Business
- XIII. Date of next library board meetings:
Thursday, February 26, 2026, 10:00 AM – Regular Meeting
Tuesday, March 31, 2026, 5:30 PM – Regular Meeting
Tuesday, March 31, 2026, 7:30 PM – Public Information Meeting
- XIV. Adjournment

**LIBRARY BOARD MEETING
JANUARY 22, 2026**

ACCOUNTS PAYABLE

4430 12/17/25	\$353,168.14	Three Hundred & Fifty Three Thousand One Hundred & Sixty Eight Dollars & Fourteen Cents
4431 12/31/25	\$222,845.93	Two Hundred & Twenty Two Thousand Eight Hundred & Forty Five Dollars & Ninety Three Cents
4432 1/15/26	\$77,881.40	Seventy Seven Thousand Eight Hundred & Eighty One Dollars & Forty Cents
4433 1/14/26	\$385,484.37	Three Hundred & Eighty Five Thousand Four Hundred & Eighty Four Dollars & Thirty Seven Cents
4434 1/22/26	\$121,704.66	One Hundred & Twenty One Thousand Seven Hundred & Four Dollars & Sixty Six Cents

PAYROLL REGISTER

2430 12/19/25	\$227,551.44	Two Hundred & Twenty Seven Thousand Five Hundred & Fifty One Dollars & Forty Four Cents
2431 1/2/26	\$228,929.63	Two Hundred & Twenty Eight Thousand Nine Hundred & Twenty Nine Dollars & Sixty Three Cents
2432 1/16/26	\$253,013.85	Two Hundred & Fifty Three Thousand Thirteen Dollars & Eighty Five Cents

PERSONNEL REPORT

Approval of the Following Personnel Matters
January 22, 2026

A. Salary Increase

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Chloe-Rose Mahalik	Page/\$17.00 hr.	Adult & Teen Svcs	01/01/26
Melissa Rockefeller	Page/\$17.00 hr.	Adult & Teen Svcs	01/01/26
Brendan Rogers	Page/\$17.00 hr.	Children & Family Svcs	01/01/26

B. New Employees

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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C. Resignations

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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D. Retirement

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Deborah Formosa	Librarian II/Step 13	Adult & Teen Svcs	02/28/26

E. Other

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

Change of Status

Kristen Mucha	Permanent PT Librarian I* *presently part-time	Children & Family Svcs	02/02/26
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Request for Leave of Absence

Barbara Minogue	Café Worker	Community Services	01/24/26-02/01/26
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Report approved by Board of Trustees


Secretary

PERSONNEL REPORT ADDENDUM

Approval of the Following Personnel Matters
January 22, 2026

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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Scott Collins	Guard/\$22.60 hr.	Security	02/02/26
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C. Resignations

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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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
Change of Status
Request for Leave of Absence

Report approved by Board of Trustees



Secretary