

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY

MEETING OF DECEMBER 18, 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, December 18, 2025.

I. CALL TO ORDER

President Carolyn McQuade called the meeting to order at 11:25am. 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 MEETING

Mrs. Elsas moved to approve minutes of November 20, 2025, as amended, seconded by Mrs. Glennon and unanimously carried.

VI. FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of Warrants

Mrs. Glennon moved to approve warrant for \$1,212,423.43, page 4427, seconded by Mrs. Hartough and unanimously carried.

Mrs. Hartough moved to approve warrant for \$228,137.11, page 4428, seconded by Mrs. Herskowitz and unanimously carried.

Mrs. Herskowitz moved to approve warrant for \$115,088.65, page 4429, seconded by Mrs. Elsas and unanimously carried.

B. Payroll Register

Mrs. Elsas moved to approve payroll of \$225,942.30, page 2428, seconded by Mrs. Glennon and unanimously carried.

Mrs. Glennon moved to approve payroll of \$230,312.86, page 2429, seconded by Mrs. Hartough and unanimously carried.

C. Review of Monthly Expenditures

D. Review of Statistical Summary

E. ALLOCATION OF FUNDS

Mrs. Hartough moved to approve allocation of funds (see attached) seconded by Mrs. Herskowitz and unanimously carried.

VII. COMMUNICATION

No Communications to Report

VIII. DIRECTOR'S REPORT**Administration**

Two sessions of the in-person *Workplace Violence Prevention Training* have been offered to the staff to fulfill our annual training requirement.

Suffolk Cooperative Library System (SCLS) staff met with a number of vendors to recommend a new internet service provider for member libraries. This resulted in a group discount being offered which includes upgraded firewalls and doubling our connection speed from 1Gbps to 2Gbps for less than a seven percent increase in our monthly cost.

Adult and Teen Services

The library organized a Veterans Resource Fair highlighting services from more than 15 organizations to the 58 patrons in attendance.

In partnership with the *Suffolk County Department of Labor*, twelve potential employers participated in a Job Fair at the library with 61 patrons attending.

Twenty-seven patrons attended *A Guide to Buying Computers* to learn about the latest laptops, iPads, smartphones, smart watches, printers and tablets so that they could make an informed purchasing decision.

Building and Grounds

The annual fireplace inspections have been performed so patrons may now safely warm their extremities while the Library Café coffee warms their insides.

The electrical connections to the floor outlets on the East Northport reading room tables have been replaced.

Children and Family Services

The *Paws to Read* program celebrated its 10th anniversary with a party at the library. A slideshow featured children reading to some of the 25 therapy dogs over the last ten years. The 36 patrons in attendance made crafts, received temporary tattoos and party hats, and of course, got to pet all the dogs!

The library also held a *Wizard of Oz* party. Fifty-two patrons participated in crafts, games, and a sing-along with special guest, Glinda.

A mom from Europe was attending the *Mom's Group* at the library and shared that her husband works with a lot of expats who are from other countries and that they expressed concern for their wives, explaining that the women were not thriving. He told his colleagues that his wife is absolutely thriving because of the Northport-East Northport Public Library. At the library she

meets friends for herself and her children while also being able to continue to work on her thesis.

A child asked to check out a copy of *How the Grinch Stole Christmas* but the last copy was already in a pile of books that another child was about to check out. Staff offered to place a hold for the book but the other child overheard the conversation and said, "Here, you can take this one" while handing the Grinch book from their pile to the other child.

Community Services

Thirty-nine patrons joined Dr. Marianne McNamara, Professor of Biology and Marine Biology at Suffolk County Community College and a naturalist with Coastal Research and Education Society of Long Island (CRESLI), as she shared stunning photographs of the whales, dolphins, sharks, and birds encountered on her whale watching cruises.

Professor and author Christopher Verga examined the tribal nations of pre- and post-colonial Long Island and contrasted the popular myths with the realities of indigenous Long Island societies. Seventy-six patrons learned from land records and early pictures, about the complexities of colonial interaction with tribal nations.

Forty-six patrons joined Eco-Photo Explorers as they shared a visual journey through time to explore the hidden history of the Twin Forks. The presentation provided a rich narrative that told the story of early settlements and the origins of Long Island as we know it today.

Customer Service and Materials Management

A number of library cards have been issued to residents of the new Matinecock Court development.

Electronic device charging cables have been added to the *Library of Things*. These are particularly popular for in-library use when patrons forget to bring their own cables.

Network and Systems

Following a firmware update, the quality of images on the video enlarger degraded. After several attempts to resolve the problem, support issued us a replacement firmware package, restoring the image quality.

IX. PERSONNEL REPORT

No Personnel Changes to Report

X. PROPOSED LIBRARY BUDGET 2026/2027

To be discussed at next meeting

XI. OTHER BUSINESS

Staff Appreciation Luncheon to be held Thursday, January 29, 2026.



Northport-East Northport Public Library

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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, December 18, 2025, 11:00 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 (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
 - F. Allocation of Funds (Motion required)
- 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. Other Business
- XII. Date of next library board meetings:
Thursday, January 22, 2026, 10:00 AM – Regular Board Meeting
Thursday, February 26, 2026, 10:00 AM – Regular Board Meeting
- XIII. Adjournment

LIBRARY BOARD MEETING
DECEMBER 18, 2025

ACCOUNTS PAYABLE

4427	\$1,212,423.43	One Million Two Hundred & Twelve Thousand Four Hundred & Twenty Three Dollars & Forty Three Cents
11/19/25		
4428	\$228,137.11	Two Hundred & Twenty Eight Thousand One Hundred & Thirty Seven Dollars & Eleven Cents
12/3/25		
4429	\$115,088.65	One Hundred & Fifteen Thousand Eighty Eight Dollars & Sixty Five Cents
12/18/25		

PAYROLL REGISTER

2428	\$225,942.30	Two Hundred & Twenty Five Thousand Nine Hundred & Forty Two Dollars & Thirty Cents
11/21/25		
2429	\$230,312.86	Two Hundred & Thirty Thousand Three Hundred & Twelve Dollars & Eighty Six Cents
12/5/25		

PERSONNEL REPORT

Approval of the Following Personnel Matters

December 18, 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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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

Request for Leave of Absence

Report approved by Board of Trustees



A handwritten signature in black ink, appearing to read "Secretary", is written over a horizontal line. The signature is fluid and cursive, with a large, stylized 'S' at the beginning.

XII. DATES OF FUTURE MEETINGS

Thursday, January 22, 2026	10:00am	Regular Board Meeting
Thursday, February 26, 2026	10:00am	Regular Board Meeting

XIII. ADJOURNMENT

Mrs. Herskowitz moved to adjourn meeting at 12:28pm, seconded by Mrs. Elsas and unanimously carried.

Respectfully Submitted

A handwritten signature in black ink, appearing to read "Liz".