

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of June 18, 1998

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held on June 18, 1998 in the Conference Room of the Northport Library. (Renovations are not completed)

Michael Glennon called the meeting to order at 10:45 a.m. Also attending were Ruth McKay, C. Annette Carr, Stuart Goldblatt, Elizabeth McGrail, Director Stephanie Heineman and Assistant Director Eileen Minogue.

Douglas McNally, Library counsel, also attended.

MINUTES OF PREVIOUS MEETING

Mr. Goldblatt moved to approve the minutes of May 21, 1998 as amended, seconded by Mrs. McKay and unanimously carried.

FINANCIAL SECRETARY & TREASURER'S REPORT

Mr. Goldblatt moved to approve warrant for \$10,067.00, page 2779, **EAST NORTHPORT BUILDING FUND**, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve warrant for \$112,299.81, page 2780, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$1580.00, page 2781, **NORTHPORT BUILDING FUND**, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve warrant for \$1831.50, page 2782, seconded by Mr. Goldblatt and unanimously carried.

Mr. Goldblatt moved to approve warrant for \$2675.00, page 2783, **NORTHPORT BUILDING FUND**, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve warrant for \$828.50, page 2784, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$192.00, page 2785, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve warrant for \$131,503.13, page 2786, seconded by Mr. Goldblatt and unanimously carried.

Mr. Goldblatt moved to approve warrant for \$816.15, page 2787, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve warrant for \$813,204.85, page 2788, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$34,963.25, page 2789, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve warrant for \$914.66, page 2790, **EAST NORTHPORT BUILDING FUND**, seconded by Mr. Goldblatt and unanimously carried.

Mr. Goldblatt moved to approve warrant for \$465.00, page 2799, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve warrant for \$99,749.71, page 2800, **NORTHPORT BUILDING FUND**, seconded by Mrs. McGrail and unanimously carried.

The Board accepted the payroll for the period ending:

May 29, 1998	page 1572	\$89,866.60
June 12, 1998	page 1573	91,667.71

COMMUNICATIONS

Communications were received from:

Huntington Councilman Mark Cuthbertson informing the Board that "the Town is exploring various measures to alleviate some of the concerns" of the residents of the nearby streets about vehicular traffic and parking in East Northport.

Ken Weil, Director South Huntington Library, thanking the Director for his visit to the East Northport Library.

John A. Richardson, Technical Services Division of SCLA, thanking the Director for the excellent job she did as a panelist on the program "Preparing for Technology."

DIRECTOR'S REPORT

The Director's Report was given orally and she discussed the following:

Cooperative spirit of the staff and the significant contributions the Department Heads have made particularly towards reaching the goal of having both buildings working together.

The Northport project is in the final stage of completion.

Realistically four more weeks are needed to open the library.

Cover of July Newsletter - welcoming the community back to the Northport Library.

Mailing will be delayed until the fourth of July weekend.

East Northport items of note:

Striping of the East Northport parking lot with directional arrows.

Landscaping the few small areas which remained.

A few Patrons have reported tripping on the large step facing Larkfield Road in East Northport. We are taking measures to define the step more clearly.

Our new East Northport library is now hosting gallery displays and exhibits.

East Northport Rotary Club purchase of an Ethan Allen clock for the library in East Northport.

Congressman Ackerman hosted a reception for the military academy appointees at the East Northport library.

Disruptive youths have been congregating in the vestibule and outside of the East Northport Library. The security guards and librarians are keeping the administration informed. The proper authorities are being notified.

Additional security cameras were installed.

Several leaks in Northport are being corrected. East Northport leaks have already been corrected.

Accountant has sent his staff for preliminary work on the 1997/98 audit.

A new library card design was shown to the Board.

PERSONNEL REPORT

Joel Marsh, custodian, has passed away. Some form of recognition is planned.

Mr. Goldblatt moved to approve "A" Salary Increases in the Personnel Report as follows:
Mary Ellen Bross, page/step 2, Children's, 6/9/98; Kathryn Cressy, page/step 8, Children's, 6/17/98; David Levitsky, page/step 9, Computer/Media, 6/5/98; William Levitsky, page/step 3, Ref., 6/4/98; Allison Limbacher, page/step 3, YA, 6/24/98; Kathryn McCabe, page/step 4, Ref., 6/17/98; Paul Vespe, page/step 7, Children's, 6/30/98, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve "B" New Employees in the Personnel Report as follows:
Lisa Mayer, p-t Lib. Clerk/Step 1, Circulation, 6/1/98; Ann Marie Luckas, p-t Lib. Trainee/step 1, Children's, 6/15/98; Geraldine Levitsky, Lib.Clerk/step 1, Children's, 6/29/98, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve "C" Resignations in the Personnel Report as follows:
Joseph Cipoletti, p-t Cust.Worker/step 2, Custodial, 6/2/98, seconded by Mrs. Carr and unanimously carried.

Maternity Leave Without Pay - One Year

Mrs. Carr moved to approve "Maternity Leave Without Pay - One Year" in the Personnel Report as follows:
Suzann Ritchel, Librarian I/Step 6, Computer/Tech.Serv, Commencing on or about 10/1/98, seconded by Mr.Goldblatt and unanimously carried.

Appointment to Fill Position Approved 4/16/97

Mr. Goldblatt moved to approve "Appointment to Fill Position Approved 4/16/97" in the Personnel Report as follows:

Angela Richards, Trainee-Librarian I/Step 4, Computer/Tech.Serv, 6/1/98, seconded by Mrs. Carr and unanimously carried.

Transfer from P-T Library Clerk to P-T Librarian Trainee

Mr. Goldblatt moved to approve "Transfer from P-T Library Clerk to P-T Librarian Trainee" in the Personnel Report as follows:

Elizabeth Bisogno, Lib.Trainee/Step 2, Childrens, 6/15/98; Marge Hartough, Lib.Trainee/Step 2, Young Adult, 7/1/98, seconded by Mrs. McKay and unanimously carried.

Promotion-Librarian II, Reference Department

Mrs. McKay moved to approve "Promotion-Librarian II, Reference Department" in the Personnel Report as follows:

Mary Jane Hunt, Librarian II/Step 14, Ref, 6/22/98, seconded by Mrs. McGrail and unanimously carried.

Summer Reading Club & Other Assignments

Mrs. McGrail moved to approve "Summer Reading Club & Other Assignments" in the Personnel Report as follows:

Heather Littlewood, page/step 5, Ref,EN, 6/8/98; Erin Cressy, page/step 9, Ref,EN, 6/8/98 to 8/25/98, seconded by Mrs. Carr and unanimously carried.

NEW BUSINESS

Out of District Fee Change

Mr. Goldblatt moved to approve the out of district library card fee charge of \$280.00 1998-1999, seconded by Mrs. McKay and unanimously carried.

Exhibit/Display Policies and Procedures

A first reading of the Exhibit/Display Policies and Procedures has been done.

New York State Retirement Incentive

Mrs. McKay moved to adopt and offer the New York State Retirement Incentive 1998, seconded by Mrs. Carr and unanimously carried.

Request for Reconsideration of Library Materials

Mrs. Rotraud Hansen requested that the video, The Unbearable Lightness of Being, "be removed permanently from the Library."

The Board supports the evaluation and documentation of the professional staff to include this video in the adult collection. The video will remain in the collection and Mrs. Hansen will be notified of the Board's decision.

DATE OF NEXT MEETING

Thursday July 16, 1998 at 12:00 p.m.

Luncheon at 12:00 p.m. Meeting 1:00 p.m.

ADJOURNMENT

Mr. Goldblatt moved to adjourn, seconded by Mrs. McKay and unanimously carried.

Meeting of June 18,1998

APPROVED 5.

Mr. Goldblatt moved to convene in Executive Session to discuss personnel matters and matters regarding Library contracts, seconded by Mrs. McKay and unanimously carried.

Mr. Goldblatt moved to come out of Executive Session at 12:56 p.m., seconded by Mrs. Carr and unanimously carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ruth McKay". The signature is written in dark ink and is positioned above the typed name and title.

Ruth McKay
Secretary