

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY  
Meeting of October 18, 2001

The regular monthly meeting of the Board of Trustees was held on Thursday, October 18, 2001 in the Board Conference Room of the Northport Library.

Elizabeth McGrail called the meeting to order at 10:35 a.m.

Also attending were Ruth McKay, C. Annette Carr, Director Stephanie Heineman and Assistant Director Eileen Minogue.

William Martin was absent with prior notice.

Douglas McNally, Library counsel, and Robert Little, new appointee also attended.

**OATH OF OFFICE**

Mr. McNally gave the Oath of Office for Trustee of the Northport-East Northport Public Library to Robert Little to fill the seat vacated by Michael Glennon from October 1, 2001 - June 30, 2002.

**MINUTES OF PREVIOUS MEETING**

Mrs. McKay moved to approve the minutes of September 20, 2001 as amended, seconded by Mrs. Carr and unanimously carried.

**FINANCIAL SECRETARY & TREASURER'S REPORT**

Mrs. Carr moved to approve warrant for \$211,390.75, page 3244, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve warrant for \$147,711.83, page 3245, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve warrant for \$8,513.57, page 3246, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve warrant for \$153,202.45, page 3247, seconded by Mrs. Carr.

The Board accepted the payroll for the period ending:

September 28, 2001	page 1662	\$132,157.98
October 12, 2001	page 1663	129,001.19
October 12, 2001	page 1664	7,943.70

**DIRECTOR'S REPORT**

The Director's Report was given orally and in addition to the Director's packet she reported on the following:

Robert Little, newly appointed Library Trustee, was welcomed to the Board.

Sample poster "Make a Hobbit out of Reading," designed and produced by Stephen Ingram, Computer Department Librarian, on large format printer for Teen Week October 14-20.

Northport Young Adult area is being reorganized; new Young Adult Librarian Lauraine Farr will be staffing this YA reading area to assist young adults.

Director's Report (cont.)

Library van damaged in East Northport Library parking lot; will now be parked in the Northport Library parking lot.

Lights added to end section of stacks lower level outside administrative office in Northport. Additional section of lighting will be added in YA area.

Annual Trustee workshop "New Technology and Your Library," at SCLS on November 17. Our library represented by Stephanie Heineman, Eileen Minogue, James Olney and Nancy Morcerf.

Discussed LIVE LIBRARIAN and praise from a patron who had been assisted by Nancy Morcerf, Head of Reference.

Reviewed Annual Statistical Summary of Suffolk County Libraries.

Effect "September 11" is having on our library and public libraries in general.

Smithtown library moving forward with their vote to separate from the Town government.

Recommended "From Rosie to Roosevelt", a six part film and discussion series on the Homefront in World War II which will begin at the Northport Library on November 16.

Sample brochures and flyers were distributed.

#### **ASSISTANT DIRECTOR**

Boces Employee Assistance Program EAP

Mrs. Minogue thanked the Director for being a visionary for bringing the EAP Program to the library in 1989. Mrs. Minogue explained the purpose of EAP and its' ability to assist the staff and their families with a variety of problems.

#### **PERSONNEL REPORT**

Mrs. McKay moved to approve "A" Salary Increase in the Personnel Report as follows:

Denise Campbell, Librarian Trainee/18 credits, Computer Services, 10/01/01, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve "B" New Employees in the Personnel Report as follows:

Brian Giorgio, page/step 1, Ref-EN, 9/25/01; Caitlyn Morrissey, page/step 1, Youth Services, 10/01/01; Kathryn Cressy, pt Library Clerk/step 3, Community Services, 10/03/01, seconded by Mr. Little.

Mr. Little moved to approve "C" Resignations in the Personnel Report as follows:

Peter Juliano, page/step 1, Ref-Npt, 9/21/01; Jerilynn Libby, page/step 1, Youth Services, 9/29/01; Vanessa Boulanger, cafe worker/step 1, Community Services, 9/14/01; Morgan Rooney, cafe worker/step 1, Community Services, 9/14/01; Leigh Whalen, cafe worker/step 2, Community Services, 9/14/01; Derek Atkinson, page/step 1, Ref-Npt, 9/30/01; Peter Giorgio, page/step 2, Ref-Npt, 10/2/01; Elizabeth Englert, page/step 14, Youth Services, 10/3/01; seconded by Mrs. McKay and unanimously carried.

**PERSONNEL REPORT ADDENDUM**

Mrs. McKay moved to approve "E" Other in the Personnel Report Addendum as follows:

Change of Status: Maryellen Bross, Library Clerk/step 2, Circulation-Npt, 11/05/01, (Permanent part-time to full-time), seconded by Mrs. Carr and unanimously carried.

**OLD BUSINESS**

Mrs. McKay moved to approve multiple year contract (up to three years) with SCLS to serve the Elwood District for library service, seconded by Mrs. Carr and unanimously carried.

**DATE OF NEXT MEETING**

Thursday, November 15, 2001 at 10:30 a.m.

**ADJOURNMENT**

Mrs. McKay moved to adjourn at 12:10 p.m., seconded by Mrs. Carr and unanimously carried.

Respectfully submitted,

  
Ruth McKay  
Secretary