

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of November 15, 2001

The regular monthly meeting of the Board of Trustees was held on Thursday, November 15, 2001 in the Board Conference Room of the Northport Library.

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

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

Henry Graber and Don Fischer of Graber & Co., library accountants, were in attendance.

II MINUTES OF PREVIOUS MEETING

Mrs. McKay moved to approve the minutes of October 18, 2001 as presented, seconded by Mr. Little and unanimously carried.

III FINANCIAL SECRETARY & TREASURER'S REPORT

A Mr. Martin moved to approve warrant for \$237,474.96, page 3252, seconded by Mrs. Carr and unanimously carried.

Mrs. McKay moved to approve warrant for \$102,083.94, page 3253, seconded by Mr. Little and unanimously carried.

Mr. Little moved to approve warrant for \$169,032.37, page 3254, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve warrant for \$156,315.96, page 3255, seconded by Mr. Martin and unanimously carried.

Mr. Martin moved to approve warrant for \$1,488.59, page 3260, seconded by Mrs. McKay and unanimously carried.

The Board accepted the payroll for the period ending:

October 26, 2001	page 1665	\$140,908.98
November 9, 2001	page 1666	138,851.18

D Mr. Martin moved to approve unrestricted fund balance of June 30, 2001 in the amount of \$300,000. be transferred to revenue for fiscal 2001/2002 and this amount be allocated to the following fund categories:

140 Sunday and Holiday Opening	\$ 12,000.
141 Professional Salaries	102,000.
142 Clerical Salaries	91,000.
143 Page Salaries	6,000.
145 Custodial Salaries	7,000.
146 Security Service	17,000.
148 Cafe Salaries	3,000.
200 Equipment	62,000.

and the amount to be raised by taxation will remain the same. The above changes will represent fiscal 2001/2002 amended budget. Seconded by Mrs. Carr and unanimously carried.

Financial Secretary & Treasurer's Report (cont.)

Mrs. Carr moved to establish a designated fund "Capital and technological improvements" by transferring \$200,000. from the unrestricted fund balance, seconded by Mr. Little and unanimously carried.

V DIRECTOR'S REPORT

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

Expressed sympathy for the passing of C. Annette Carr's father and Ruth McKay's mother-in-law.

Fire drills for the staff were held in October and emergency procedures were reviewed.

East Islip's library building proposal's estimated cost of their taxpayers.

Procedures for storage retrieval at the off-site storage facility on Jericho Turnpike were reviewed.

Meeting with Northport Chief of Police to review pedestrian safety in the traffic calming island area on Laurel Avenue.

Coordinator for Youth Services Doris Gebel's report detailing month's activities for children and young adults.

VI PERSONNEL REPORT

Mr. Martin moved to approve "B" New Employees in the Personnel Report as follows:

Dustin Martinson, page/step 1, Youth Services, 10/25/01; Kenneth Larkin, pt Custodian/step 1, Buildings & Grounds, 10/25/01; Cary Tiernan, page/step 1, Ref-Npt, 10/30/01; Matthew Donovan, page/step 1, Ref-Npt, 11/01/01, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve "C" Resignations in the Personnel Report as follows:

Gary Eppich, page/step 2, Ref-EN, 10/15/01; Matthew Swanson, page/step 1, Computer Services, 11/08/01, seconded by Mr. Little and unanimously carried.

PERSONNEL REPORT ADDENDUM

Mr. Little moved to approve "B" New Employees in the Personnel Report Addendum as follows:

Susan Holden, pt Librarian I/step 6, Youth Services, 11/16/01, seconded by Mrs. McKay and unanimously carried.

**DISCUSSION AND ACCEPTANCE OF AUDITOR'S REPORT ON EXAMINATION
ENDING JUNE 30, 2001**

Mrs. McKay moved to accept the report of Henry Graber of Graber & Co. Library's Accountant, seconded by Mr. Martin and unanimously carried.

IX SUFFOLK COOPERATIVE LIBRARY SYSTEM

A Mrs. McKay moved to approve the SCLS Budget for 2001/2002, seconded by Mr. Martin and unanimously carried.

B Mr. Little moved to cast the Board's vote for Marjorie Rosenthal for candidate to serve on the Suffolk County System Board to fill a term beginning January 1, 2002, seconded by Mrs. Carr and unanimously carried.

XII DATE OF NEXT MEETING

Thursday, December 20, 2001, 10:30 a.m.

ADJOURNMENT

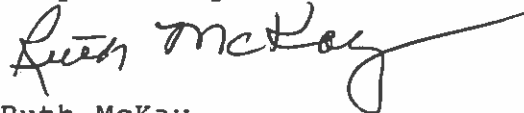
Mr. Martin moved to adjourn the regular meeting, seconded by Mrs. Carr and unanimously carried.

XIII EXECUTIVE SESSION

Mr. Martin moved to go into Executive Session to discuss a particular personnel matter, seconded by Mrs. Carr and unanimously carried.

XIV Mrs. McKay moved to adjourn the Executive Session, seconded by Mr. Little and unanimously carried.

Respectfully submitted,



Ruth McKay
Secretary