

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY  
December 19, 2002

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held on Thursday, December 19, 2002 in the Board Conference Room of the Northport Library.

I The meeting was called to order by Elizabeth McGrail at 10:35 a.m. Also attending were Robert Little, Ruth McKay, William Martin, C. Annette Carr, Assistant Director Eileen Minogue and Director Stephanie Heineman.

**II MINUTES OF PREVIOUS MEETING**

Mrs. McKay moved to approve the minutes of November 20, 2002 as amended, seconded by Mr. Little and unanimously carried.

**III FINANCIAL SECRETARY & TREASURER'S REPORT**

Mr. Martin moved to approve warrant for \$222,623.67, page 3343, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve warrant for \$155,801.63, page 3344, seconded by Mr. Little and unanimously carried.

Mr. Little moved to approve warrant for \$159,395.32, page 3345, seconded by Mrs. McKay and unanimously carried.

The Board accepted the payroll for the period ending:

November 22, 2002	page 1793	\$154,994.86
December 6, 2002	page 1794	148,900.58

**IV COMMUNICATIONS:**

A note was received from the Pioneers of the First Presbyterian Church of Northport expressing their thanks and appreciation for the presentation on library services by Nancy Morcerf, Head of Reference Services, and James Olney, Head of Computer and Client Services.

A letter was received from patron Florence Nussbaum expressing her appreciation for the Pre-schoolers Door to Learning Programs in the Children's Department.

A letter was received from Jerry Nichols, Director SCLS, formally requesting that the Northport-East Northport Public Library agree to offer public library services at the current rate to the residents of the Elwood School District until December 31, 2003.

**V DIRECTOR'S REPORT**

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

Fire Marshall's examination of both library buildings. In their estimation our facilities are in proper order in terms of safety.

Commend Fred DeGeorge who has been conscientious in keeping the buildings up to the necessary standards.

Administration has spent this month on budget preparation for Fiscal 2003/2004. The unapproved draft will be reviewed with the Board at our Work Session in January.

Professor Michael D'Innocenzo, moderator for our Current Events and Post War/Cold War series, has highly complimented the Community Services Department and referred to our library as the "best of the best."

The library was open until 12:00 noon on the snow day of December 4. Library service was provided through our Live Librarian project conducted by Nancy Morcerf, Head of Reference Services.

The Director on behalf of the Trustees of Greenburgh Public Library thanked our library for the tour of our library facilities.

This month's exhibit of Me-Ling Reason, product designer specializing in toys and costumes, and Rick Reason, animal portrait painter were highly praised.

A letter from the Emma S. Clark Library to SCLS Board of Trustees informing them they would not be approving the System Budget was discussed.

Library programs continue to be exceptionally well attended as in this past Sunday performance by the Hampstead Players which drew 140 people.

An end of year thank you to all the Board Members for their continuing support and dedicated hard work.

Chairperson Betsy McGrail recognized the diligent and hard work of the Director and Assistant Director to make this library what it is, the "best of the best."

## VI PERSONNEL REPORT

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

Rebecca Richards, page/step 1, Ref-Npt, 12/2/02; Dorothy Windus, Cafe Worker/step 1, Community Services, 12/11/02, seconded by Mrs. McKay and unanimously carried.

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

Matthew Kahl, page/step 1, Youth Services, 12/7/02, seconded by Mr. Martin and unanimously carried.

Mr. Martin moved to approve "E" Other in the Personnel Report as follows:

Request for Parental Leave

Patricia Van Loon, PT Librarian/step 6, Youth Services  
2/17/03-5/2/03\*

\*Please note that dates are estimations and may change due to unforeseen events

Seconded by Mrs. Carr and unanimously carried.

**Change of Status**

Mrs. Carr moved to approve Change of Status, Donald Becker, PT Library Assistant/step 1, Computer Services, 12/30/02, (End of temporary appointment as PT Librarian Trainee), seconded by Mr. Little and unanimously carried.

**Promotion**

Mrs. McKay moved to approve Promotions, Geraldine Levisky Senior Library Clerk/step 6, Youth Services, 12/23/02, (Promotion from Library Clerk), seconded by Mr. Martin and unanimously carried.

Evelyn Degen, Librarian II/step 5, Ref-Services, 12/23/02, (Promotion from Librarian I)

Janet Naideau, PT Librarian Trainee/Entry, Youth Services, 12/30/02, (Promotion from PT Library Clerk)

**Position Upgrade**

Mr. Martin moved to approve Upgrade present Librarian III position to Assistant Director, Administration, 12/19/02, seconded by Mrs. Carr and unanimously carried.

**Addendum**

An addendum reporting page and cafe worker semi-annual step increases will be distributed at meeting.

**PERSONNEL REPORT ADDENDUM**

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

Kyle Anstey	Page/Step 2	Reference-EN	1/1/03
Goffredo Avagliano	Page/Step 2	Computer Services	1/1/03
Nicole Balinski	Page/Step 2	Reference-Npt	1/1/03
Scott Baron	Page/Step 2	Computer Services	1/1/03
Kate Begley	Page/Step 2	Youth Services	1/1/03
Cheryl Ann Bevilacqua	Page/Step 2	Youth Services	1/1/03
Lauren Bovellet	Page/Step 2	Reference-EN	1/1/03
William Bradley	Page/Step 3	Reference-EN	1/1/03
Danielle Brindisi	Page/Step 3	Youth Services	1/1/03
Melissa Burke	Page/Step 2	Youth Services	1/1/03
Thomas Cappiello	Page/Step 3	Reference-Npt	1/1/03
Jason Cohen	Page/Step 2	Media	1/1/03
Michael Cuilwick	Page/Step 6	Computer Services	1/1/03
Cara D'Arco	Page/Step 3	Reference-Npt	1/1/03
Alexander DeCarli	Page/Step 2	Reference-EN	1/1/03
Christina DeMartino	Page/Step 3	Youth Services	1/1/03
Elissa Denniston	Page/Step 2	Youth Services	1/1/03
Denise Ekenstierna	Page/Step 2	Reference-Npt	1/1/03
Daniel Epstein	Page/Step 7	Reference-Npt	1/1/03
Zachariah Ettlenger	Page/Step 2	Computer Services	1/1/03
Mara Gilner	Page/Step 7	Reference-EN	1/1/03
Brian Giorgio	Page/Step 3	Reference-Npt	1/1/03
Frederick Hansen	Page/Step 4	Reference-EN	1/1/03

Kyle Hansen	Page/Step 2	Computer Services	1/1/03
Brian Hartough	Page/Step 4	Computer Services	1/1/03
R. Sebastian Jindra-Cotilla			
	Page/Step 2	Reference-Npt	1/1/03
Amanda Kott	Page/Step 3	Media	1/1/03
Stephen Latuso	Page/Step 8	Computer Services	1/1/03
Julie Leone	Page/Step 3	Local History	1/1/03
Carl Limbacher	Page/Step 3	Computer Services	1/1/03
Alexander Limmer	Page/Step 2	Youth Services	1/1/03
James McDonald	Page/Step 3	Computer Services	1/1/03
Faye Michels	Page/Step 5	Youth Services	1/1/03
Caitlyn Morrissey	Page/Step 3	Youth Services	1/1/03
Marge Olito	Page/Step 7	PALS/Tech Services	1/1/03
Ashley Pattison	Page/Step 2	Reference-Npt	1/1/03
Matthew Petretti	Page/Step 3	Computer Services	1/1/03
Heather Portnoy	Page/Step 3	Youth Services	1/1/03
Miriam Roth	Page/Step 12	PALS/Tech Services	1/1/03
Theresa Salustri	Page/Step 2	Reference-EN	1/1/03
Saki Sato	Page/Step 2	Youth Services	1/1/03
Kara Sisti	Page/Step 2	Reference-EN	1/1/03
Damian Spiciarich	Page/Step 4	Youth Services	1/1/03
Matthew Swanson	Page/Step 2	Computer Services	1/1/03
Cary Tiernan	Page/Step 2	Reference-Npt	1/1/03
Joran Van Brink	Page/Step 3	Media	1/1/03
Matthew Wilhelm	Page/Step 3	Reference-EN	1/1/03
Arthur Zapke	Page/Step 2	Reference-Npt	1/1/03
Florence Gorman	Cafe Worker/Step 3	Community Services	1/1/03
Joyce Grandy	Cafe Worker/Step 4	Community Services	1/1/03
Marie Klein	Cafe Worker/Step 4	Community Services	1/1/03
David Michal	Cafe Worker/Step 2	Community Services	1/1/03
Caroline Prisco	Cafe Worker/Step 3	Community Services	1/1/03
John Souto	Cafe Worker/Step 5	Community Services	1/1/03
Carol Trentadue	Cafe Worker/Step 4	Community Services	1/1/03

Seconded by Mr. Little and unanimously carried.

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

Justin Hartough, Page/Step 1, Ref-EN, 12/16/02; Adam McCabe, Seasonal Page/Step 3, Computer Services, 12/19/02-1/11/03; Marshall Voizard, Seasonal Page/Step 4, Youth Services, 12/26/02-1/10/03; Angela Lauth, Page/Step 3, Circulation-Npt, 1/2/03, seconded by Mrs. McKay and unanimously carried.

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

Angela Evans, Cafe Worker/Step 4, Community Services, 12/16/02; Jessica Lang, Page/Step 4, Youth Services, 12/16/02, seconded by Mr. Martin and unanimously carried.

**X DATE OF NEXT MEETING**

Thursday, January 16, 2003 at 10:30 a.m.

**ADJOURNMENT**

Mrs. McKay moved to adjourn the Regular Meeting, seconded by Mrs. Carr and unanimously carried.

**XI EXECUTIVE SESSION**

Mrs. Carr moved to go into Executive Session, seconded by Mr. Little, to discuss matters related to Contract with Staff Association and Contracts with Unserved District.

**XII ADJOURNMENT**

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

**XIV RECONVENE TO REGULAR SESSION**

Mr. Little moved to return to Regular Session, seconded by Mrs. McKay and unanimously carried. There was a reaffirmation of the library's intention to extend the library contract to the Elwood District through December 31, 2003 at the current rate

**XV ADJOURNMENT**

Mrs. McKay moved to adjourn the meeting at 11:55 a.m., seconded by Mr. Martin and unanimously carried.

Respectfully submitted,



C. Annette Carr  
Secretary