

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of May 19, 2004

APPROVED

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held on May 19, 2004 in the Board Conference Room of the Northport Library.

1) Elizabeth McGrail called the meeting to order at 10:02 AM. Also attending were Ruth McKay, C. Annette Carr, William Martin, Robert Little, Director Stephanie Heineman, Assistant Director Eileen Minogue, and Assistant Director James Olney.

Henry Graber and Donald Fischer of Graber Associates, library accountants, attended.

Michael Michel and Scott Andersen of Michel & Associates also attended.

2) MINUTES OF PREVIOUS MEETING

Mr. Martin moved to approve the minutes of April 22, 2004 as presented, seconded by Mrs. McKay and unanimously carried.

3) FINANCIAL SECRETARY & TREASURER'S REPORT

A. Mrs. McKay moved to approve warrant for \$238,003.87, page 3448, seconded by Mr. Little and unanimously carried.

Mr. Little moved to approve warrant for \$2,673.86, page 3449, seconded by Mrs. Carr and unanimously carried.

Mrs. Carr moved to approve warrant for \$70,823.76, page 3450, seconded by Mr. Martin and unanimously carried.

Mr. Martin moved to approve warrant for \$174,628.24, page 3451, seconded by Mrs. McKay and unanimously carried.

The Board accepted the payroll for the period ending:

4/23/04	page 1830	\$157,538.90
5/07/04	page 1831	160,884.41

D. GASB #34

Presentation by Henry Graber and Donald Fischer of Graber & Associates.

Mr. Little moved not to comply with GASB #34 for the 2004 audit, seconded by Mrs. McKay and unanimously carried.

4) COMMUNICATIONS

A postcard was received from library Trustee Robert Little from China.

A letter was received from SCLS outlining the procedures to be followed for interviewing candidates for Director of SCLS to replace Jerry Nichols who is retiring.

5) DIRECTOR'S REPORT

The Director's Report was given orally. In addition to the packet, she reported on the following:

The excellence of author Pete Hamill's program given on April 29, 2004.

The two day World Business Forum 2004 in New York City attended by the Director and Assistant Director Eileen Minogue.

Water main break in the East Northport Library.

90th Anniversary Celebration starting at 12 PM Saturday, May 22, 2004.

6) PERSONNEL REPORT

Mr. Martin moved to approve "B" New Employees in the Personnel Report as follows: Wahida Ali, Seasonal Page/Step 1, Youth Services, 05/21/04; Christina DeMartino, Seasonal Page/Step 3, Youth Services, 05/21/04; Jonathan Michie, Seasonal Page/Step 2, Youth Services, 04/21/04; Caitlyn Morrissey, Seasonal Page/Step 3, Youth Services, 05/21/04; Heather Portnoy, Seasonal Page/Step 3, Youth Services, 05/21/04; Marshall Voizard, Seasonal Page/Step 4, Youth Services, 05/21/04; Mary Kathryn Williams, Seasonal Page/Step 2, Youth Services, 05/21/04; Nicole Balinski, Seasonal Page/Step 2, Reference-Npt, 05/21/04; Ashley Pattison, Seasonal Page/Step 2, Reference-Npt, 05/21/04; Jordan Van Brink, Seasonal Page/Step 3, Media/Community Svcs, 05/17/04; seconded by Mrs. Kay and unanimously carried.

Mrs. McKay moved to approve "C" Resignations in the Personnel Report as follows: Karen Lyons, Page/Step 1, Youth Services, 04/20/04; Theresa Salustri, Page/Step 3, Reference-EN, 05/03/04, seconded by Mr. Little and unanimously carried.

PERSONNEL REPORT ADDENDUM

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

Janet Naideau, PT Librarian Trainee/18 Credits Youth Services, 05/17/04, seconded by Mrs. Carr and unanimously carried.

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

Lindsay Burcyk, Page/Step 1, Youth Services, 05/20/04; Jordan Cohen, Page/Step 1, Youth Services, 05/20/04; Sarah Kenney, Page/Step 1, Youth Services, 05/20/04, seconded by Mr. Martin and unanimously carried

7) ACCEPTANCE OF NEW YORK STATE ANNUAL REPORT FOR PUBLIC AND ASSOCIATION LIBRARIES – 2003

Mr. Martin moved to accept the New York State Annual Report for Public and Association Libraries – 2003, seconded by Mrs. Carr and unanimously carried.

10) 90TH ANNIVERSARY COURTYARD – PRESENTATION BY MICHEL & ASSOCIATES

Michael Michel and Scott Andersen of Michel & Associates and Mary Ellen Moll, Head of Community Services, presented a detailed drawing plan of the proposed courtyard .

12) DATE OF NEXT MEETING

Thursday, June 17, 2004 at 10:30 AM – Regular Meeting

13) ADJOURNMENT

Mr. Little moved to adjourn at 11.45 AM, seconded by Mrs. Carr and unanimously carried.

Respectfully submitted,



Ruth McKay
Secretary