

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY

Meeting of February 28, 2008

Approved

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held Thursday, February 28, 2008 in the Conference Room of the Northport Library.

1) CALL TO ORDER

Chairperson Robert Little called the meeting to order at 10:00 AM. Also attending were Elizabeth McGrail, Andrea Gladding, Director Stephanie Heineman, Assistant Director Eileen Minogue and Assistant Director James Olney.

Also attending was Douglas Johnson.

Ruth McKay and J. Ronald Gaudreault were absent with prior notice.

2) MINUTES OF PREVIOUS MEETING

Mrs. McGrail moved to approve the minutes of January 17, 2008 as amended, seconded by Mrs. Gladding.

3) FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of warrants

Mrs. McGrail moved to approve warrant for \$ 2,159.80, COURTYARD FUND, page 3654, seconded by Mrs. Gladding.

Mrs. Gladding moved to approve warrant for \$ 286,471.88, page 3655, seconded by Mrs. McGrail.

Mrs. McGrail moved to approve warrant for \$ 115,457.60, page 3656, seconded by Mrs. Gladding.

Mrs. Gladding moved to approve warrant for \$ 218,093.50, page 3657, seconded by Mrs. McGrail.

Mrs. McGrail moved to approve warrant for \$1,219.68, COURTYARD FUND, page 3658, seconded by Mrs. Gladding.

Mrs. Gladding moved to approve warrant for \$272,048.98, page 3659, seconded by Mrs. McGrail.

The Board accepted the payroll for the periods ending:

January 25, 2008	Page 1935	\$ 183,347.06
January 25, 2008	Page 1936	1,882.88
February 08, 2008	Page 1937	184,420.66
February 22, 2008	Page 1938	184,993.53

4) COMMUNICATIONS

A letter was received from the Town of Huntington enclosing a copy of a reply sent to Susan Rubin regarding her questions on the use of the computers. The Town replied to Huntington resident Ms Rubin "that the library's policy conforms to best practice standards and appears reasoned and reasonable."

5) DIRECTOR'S REPORT

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

Newsday.com's article on the Bring Back of the Bear by reporter Larry Striegel. The DVD on the history of the Bear will be previewed in the East Northport library on April 29, 2008.

Alan Olita, Head of Buildings and Grounds, was commended on the work he himself accomplished upgrading areas of the Northport library building. He is also consulting with contractors on the expansion of the East Northport Circulation Desk area and the entrance to the Teen Area.

The sending of a copy of a suggestion made by a patron concerning the pedestrian crosswalk across Laurel Avenue not being a safe crossing and further stating that "any enforcement of the law that drivers should yield to pedestrians would be greatly appreciated" to Northport Chief of Police Eric Bruckenthal.

The Times of Northport's Mover and Shaker article about Barbara Johnson's overseeing the recording of fifty oral accounts of the lives of local residents and her many other achievements "working in the reference department with a specialization in local history."

The Team Teaching for C.W. Post Graduate School that she and Assistant Directors Eileen Minogue and James Olney are doing and the positive contributions from Library Department Heads to the class.

6) PERSONNEL REPORT

Mrs. McGrail moved to approve "A Salary Increase" in the Personnel Report, seconded by Mrs. Gladding.

Mrs. Gladding moved to approve "B New Employees" in the Personnel Report, seconded by Mrs. McGrail.

Mrs. McGrail moved to approve "E Other" in the Personnel Report, seconded by Mrs. Gladding.

one copy attached

7) PERIOD OF PUBLIC PARTICIPATION

Douglas Johnson, a library patron, who attended the meeting had no questions or comments during this period of public participation.

8) PROPOSALS FOR LANDSCAPE MAINTENANCE 3/01/08 – 12/31/08

The Board recommended:

Northport Landscape	Everything Green	\$660.00 monthly	3/01/08-12/31/08
East Northport Landscape	Brothers II	325.00 monthly	3/01/08-12/31/08

9) SUFFOLK COOPERATIVE LIBRARY SYSTEM TRUSTEE, TOWN OF HUNTINGTON

The Board signed their ballots for Cheryl Gabrielli to be SCLS trustee representing the Town of Huntington.

10) UNFINISHED BUSINESS

C. Bridge Restoration Project

There are still several items to be addressed, the sprinkler system, landscape replacement, and the threshold plate.


11) DATE OF NEXT LIBRARY BOARD MEETING

Wednesday, March 19, 2008 at 6:00 PM	Regular Board Meeting
Wednesday, March 19, 2008 at 7:30 PM	Public Information Night to be held in the Museum Cove

12) ADJOURNMENT

Mrs. McGrail moved to adjourn the meeting at 11:00 AM, seconded by Mrs. Gladding.

Respectfully submitted,



J. Ronald Gaudreault

PERSONNEL REPORT
Approval of the Following Personnel Matters
February 28, 2008

A. Salary Increase

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Rita Meade	PT Librarian Trainee/27 Credits	Youth Services	01/07/08

B. New Employees

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Doris Velez	Page/Step 1	Media Services	01/23/08
John White	Security Guard/Step 1	Security	01/25/08

C. Resignations

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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D. Retirement

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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E. Other

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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Promotion

Richard Barkey	PT Librarian I/Step 1 Completion of MLS	Youth Services	02/04/08
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Parental Leave

Kathryn Heaviside	Librarian I/Step 2	Community Services	06/30/08 – 09/01/08
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Terminated with explanation*

David Cooper	Security Guard/Step 3	Security	01/21/08
John Trainor	Security Guard/Step 3	Security	01/21/08

* Request for reassignment to other libraries of these two individuals was required due to patron activity at East Northport previously discussed with the Board.