NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY Meeting of May 18, 2011 Approved

The regular meeting of the Board of Trustees of the Northport-East Northport Public Library was held on Wednesday, May 18, 2011 at 11:00 AM in the Board Conference Room of the Northport Library.

1) CALL TO ORDER

Robert Little called the meeting to order at 11:12 AM. Also attending were Ruth McKay, Elizabeth McGrail, Patricia Flynn, Andrea Gladding, Director Eileen Minogue and Assistant Director James Olney.

Douglas McNally, Library Counsel, attended to discuss the suspension of a particular person and the staff contract negotiations in Executive Session.

2) MINUTES OF PREVIOUS MEETING

Mrs. McKay moved to approve the minutes of April 20, 2011 as amended, seconded by Mrs. Flynn and unanimously carried.

3) FINANCIAL SECRETARY & TREASURER'S REPORT A. Approval of warrants

Mrs. McKay moved to approve warrant for \$ 223,435.90, page 3801, seconded by Mrs.Flynn and unanimously carried.

Mrs. Flynn moved to approve warrant for \$ 92,668.15, page 3802, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$ 196.797.28, page 3803, seconded by Mrs. McKay and unanimously carried.

The Board accepted the payrolls for period ending:

April 29, 2011	Page 2024	\$ 186,694.97
May 13, 2011	Page 2025	191,325.35

B. Review of monthly expenditures

C. Review of statistical summary

4) COMMUNICATIONS

Meeting of May 18, 2011

Approved

5) DIRECTOR'S REPORT

The Director's Report was given orally. In addition to the packet mailed in advance the report contained the following library service area highlights:

Circulation - East Northport - Circulation is nearing the 50/50 split between print and media materials.

Circulation - Northport - The new Silver Star Coupon Books became available April 25 and patrons were immediately asking for and using them.

Community Services - The St. Francis Hospital Outreach Mobile Bus had 31 patrons avail themselves of the service despite the very rainy weather.

Computer Services - A demonstration of the new catalog to staff resulted in many suggestions for continued improvement.

East Northport - The library supports the college students and adults who have an increased need to have proctoring of their professional exams. Attempts to alleviate increasing parking concerns led to a calendar compiling Town baseball games with library program offerings and notifying library security, and Public Safety, if necessary.

Local History - Community residents have complimented our East Northport "Museum" that was created at our storefront.

Network & Systems - A new color printer is now available for patrons to make copies and scan to a USB drive.

Youth Services - Pederson-Krag Center was so impressed with the Health Resources Bibliography that they requested copies for their clients. The Drug and Alcohol Task Force Book Discussion on the book TWEAK was attended by 26 people, both adults and students.

Administration - The impact on our library services and staff is being monitored based on the closing of the Smithtown Kings Park Branch for the next six months. The application for a \$3000 Community Support Initiative Grant from Legislator Lynne C. Nowick is being filed with the supporting documentation.

6) PERSONNEL REPORT

Mrs. McKay moved to approve "B New Employees" in the Personnel Report, seconded by Mrs. Gladding and unanimously carried.

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Approved

Personnel Report (continued)

Mrs. Gladding moved to approve "C Resignations" in the Personnel Report, seconded by Mrs. Flynn and unanimously carried.

Mrs. Flynn moved to approve "E Other" in the Personnel Report, seconded by Mrs. McGrail and unanimously carried. One page attached

PERSONNEL REPORT ADDENDUM

Mrs. McGrail moved to approve "B New Employees" in the Personnel Report Addendum, seconded by Mrs. McKay and unanimously carried. One page attached

- 7) PERIOD FOR PUBLIC EXPRESSION
- 8) UNFINISHED BUSINESS
 - LIPA Lawsuit

The Library Director represented the Board of Trustees at the May 11, 2011 news conference held at the Town Hall in support of the filing of a lawsuit. "Huntington Town and the Northport-East Northport School District each has filed a suit against the Long Island Power Authority and National Grid, charging that the utility companies violated a 1997 agreement when they started litigation last October challenging the assessment on the Northport Power Plant."

9) OTHER

Nancy Morcerf, East Northport Library Administrator, reported on the Advanced Seminar in Public Library Administration in which she has been enrolled since September.

10) DATES OF FUTURE MEETINGS:

Wednesday, June 15, 2011	10:00 AM - Recognition of Trustee Ruth McKay 11:00 AM - Regular Board Meeting		
Thursday, July 21, 2011	10:00 AM - Annual Reorganizational Meeting 11:00 AM - Regular Board Meeting 12:00 PM - Staff Recognition Ceremony	rd Meeting	

11) MOTION TO CONVENE IN EXECUTIVE SESSION TO DISCUSS A PERSON AND STAFF CONTRACT

Mrs. Gladding moved to leave the Regular Board Meeting and convene in Executive Session to discuss the suspension of a particular person, seconded by Mrs. Flynn and unanimously carried.

Mrs. Flynn moved to leave the Executive Session and return to the Regular Meeting, seconded by Mrs. McGrail and unanimously carried.

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Approved

12) ADJOURNMENT

Mrs. McGrail moved to adjourn at 12:55 PM, seconded by Mrs. McKay and unanimously carried.

Respectfully submitted,

andread Gladdery Patricia Flynn

Secretary

PERSONNEL REPORT Approval of the Following Personnel Matters May 18, 2011

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А.	Salary Increase <u>Name</u>	Position & Grade/Step	<u>Department</u>	Effective Date
В.	New Employees <u>Name</u> Robert Norwood	<u>Position & Grade/Step</u> Security Guard/\$17.49 hr	<u>Department</u> Security	Effective Date 05/23/11
C.	Resignations <u>Name</u> Timothy Crowley Molly Baron	<u>Position & Grade/Step</u> Security Guard/\$17.69 hr Page/\$7.40 hr	<u>Department</u> Security Computer Services	Effective Date 04/21/11 03/14/11
D.	Retirement <u>Name</u>	Position & Grade/Step	<u>Department</u>	Effective Date
E.	Other <u>Name</u>	Position & Grade/Step	<u>Department</u>	Effective Date
	Promotion Jaclyn DeStefano	FT Librarian I/Step 1	Youth Services	05/23/11
	Request for Leave of Damian Spiciarich	Absence PT Custodial Worker I/Step 6	Buildings & Grounds	s 4/11/11 – 5/31/11
	Seasonal Pages Briana Azzarelli Andrew Cowie Olivia D'Accordo Bionca Hinton Kathryn Murphy Theodore Robinson	Seasonal Page/ \$8.25 hr. Seasonal Page/ \$8.00 hr. Seasonal Page/ \$8.25 hr. Seasonal Page/ \$8.25 hr. Seasonal Page/ \$8.25 hr. Seasonal Page/ \$8.25 hr.	Youth Services Youth Services Youth Services Youth Services Youth Services Youth Services	06/13/11 - 08/12/11 06/13/11 - 08/12/11 06/13/11 - 08/12/11 06/13/11 - 08/12/11 06/13/11 - 08/12/11 06/13/11 - 08/12/11

PERSONNEL REPORT ADDENDUM

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Approval of the Following Personnel Matters May 18, 2011

А.	Salary Increase		Depentment	Effective Date
	<u>Name</u>	Position & Grade/Step	<u>Department</u>	Effective Date
B.	New Employees			
	<u>Name</u>	Position & Grade/Step	Department	Effective Date
	Elizabeth Klonow	ski Page/\$7.25 hr	Computer Service	05/23/11
C	Designations			
C.	Resignations <u>Name</u>	Position & Grade/Step	Department	Effective Date
D.	Retirement <u>Name</u>	Position & Grade/Step	<u>Department</u>	Effective Date
	<u>Ivame</u>		Department	SHOOTHODING
Е.	Other			
, <u>11</u>	<u>Name</u>	Position & Grade/Step	<u>Department</u>	Effective Date