

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY

MEETING OF APRIL 23, 2015

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held in the Northport Library Conference Room on Thursday, April 23, 2015.

- I. Chairperson Margaret Hartough called the meeting to order at 11:00am. Also present were Robert Little, Andrea Gladding, Elizabeth McGrail, Georganne White, Assistant Director Nancy Morcerf, and Director James Olney.
- II. THE PLEDGE OF ALLEGIANCE was recited by those attending.
- III. MINUTES OF PREVIOUS MEETING
Mr. Little moved to approve the minutes of March 24, 2015, seconded by Mrs. Gladding and unanimously carried.
- IV. FINANCIAL SECRETARY & TREASURER'S REPORT
 - A. Approval of Warrants
Mrs. Gladding moved to approve warrant for \$198,023.04, page 3979, seconded by Ms. White and unanimously carried. ✓

Ms. White moved to approve warrant for \$149,782.58, page 3980, seconded by Mrs. McGrail and unanimously carried. ✓

Mrs. McGrail moved to approve warrant for \$176,021.79, page 3981, seconded by Mr. Little and unanimously carried. ✓

Mr. Little moved to approve warrant for \$135,951.09, page 3982, seconded by Mrs. Gladding and unanimously carried. ✓

Mrs. Gladding moved to approve warrant for \$1,885.73, page 3983, seconded by Ms. White and unanimously carried. ✓
 - B. PAYROLL REGISTER
Ms. White moved to approve the payroll of \$192,256.56, for the period ending March 27, 2015, page 2128, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve the payroll of \$185,175.02 for the period ending April 10, 2015, page 2129, seconded by Mr. Little and unanimously carried.
 - C. Review of monthly expenditures

D. Review of statistical summary

E. Payroll Audit

V. Acceptance of results of Library Budget Vote and Election of Trustees

Mr. Little moved to accept the results of the Library budget vote and election of Trustees, seconded by Mrs. Gladding and unanimously carried.

VI. Resolution Authorizing the Northport-East Northport Public Library's Participation in the Suffolk County Library Efficiency Plan.

Mrs. Gladding moved to authorize the Northport-East Northport Public Library to participation in the Suffolk County Library Efficiency Plan, seconded by Mrs. McGrail and unanimously carried.

VII. Director's Report

Administration

The final three security equipment vendors have each presented their cameras, software interface, and project costs. This information is currently being evaluated to determine the best proposal.

An invitation for the 75th Anniversary Celebration will appear in our May newsletter. Posters of ten historical postcards are already on display in East Northport announcing the milestone year for the library. Plans are also underway for some building improvements at East Northport for what will soon be a twenty-year-old building.

Adult and Teen Services

Although no one misses the winter weather, 30 patrons are sorry to see the Winter Reading Club come to an end. Collectively these members read 166 books and one lucky member won the grand prize of two tickets to the Engeman Theater. Two runners-up received a café gift certificate and a selection of books.

A Health and Wellness Fair is being planned for June 6 inviting more than 18 health-related agencies to present their resources and services.

A parenting program by Northport High School psychologist called Teen Anxiety was very well attended. Sixty-two patrons attended despite only 16 patrons pre-registering for this program. Many of the unexpected attendees can be attributed to the electronic promotion done through the schools.

Building and Grounds

The expansion of the server room and construction of a secured storage area has been completed. The new cooling system has arrived and is awaiting installation which will be followed by the relocation of network cabling and switches.

Children and Family Services

The Design a Bookmark Contest Reception hosted many promising artists and their families totaling 120 patrons in attendance. Following the reception, an art teacher provided lessons to 27 of the artists.

During the last few weeks we have designated Tuesdays as TumbleBook Tuesdays. A children's librarian has used this opportunity to demonstrate the features of this online product on the Smart Board in the Museum Cove for a total of 60 parents.

Our Grab & Go themed book bundles have encouraged patrons to borrow 170 books through this innovative packaging.

Circulation

One hundred book bags are now available for check out to enable easier transport of library materials when checking out and a handful of items is just not enough.

A Babies Boogie class scheduled on a Saturday provided the opportunity for both parents to attend with their child. It also gave the library an opportunity to register the second parent for a new library card.

Community Services

Lucy Winer returned for a second showing of her documentary Kings Park: Stories from an American Mental Institution. Despite the snowy weather 160 patrons came to view and discuss her film.

The Northport Arts Coalition cosponsored a program with the library called Irish Eyes are Smiling. A camera crew from FIOS Push Pause covered the event with 80 patrons in attendance.

The Friends of the Library have agreed to sponsor three raffle baskets for the Teen Summer Reading Club and purchase two new museum passes. The library now has memberships to the Long Island Maritime Museum in Sayville and the Fire Island Light House.

Network and Systems

The library card printer started to print streaks across the front of new library cards. After troubleshooting, including cleaning, adjusting the heat sensors, and new ribbons, we borrowed a similar printer from a neighboring library. This unit exhibited similar issues helping to diagnose the source of the problem which turned out to be sub-par ribbons. Our supplier had substituted third-party ribbons for the original equipment the manufacturer supplies.

VIII. PERSONNEL REPORT

Mr. Little moved to approve "D. Retirement" in the Personnel Report, seconded by Mrs. Gladding and unanimously carried.

Mrs. Gladding moved to approve "E. Other " in the Personnel Report, seconded by Ms. White and unanimously carried.

Ms. White moved to approve "B. New Employee" in the Personnel Report Addendum, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve "E. Other" in the Personnel Report Addendum, seconded by Mr. Little and unanimously carried.

IX. COMMUNICATIONS

X. PERIOD FOR PUBLIC EXPRESSION

XI. OTHER BUSINESS

Mrs. Morcerf has been acquiring information on the Town and the City manuscript by Jack Kerouac.

Mrs. Gladding inquired about closed caption and hearing devices when showing films at the Libraries.

XII. DATES OF FUTURE MEETINGS

Thursday, May 21,2015, 10:00am-Regular Board Meeting

Thursday, June 18, 2015, 10:00am-Regular Board Meeting

Thursday, July 16, 2015, 10:00am-Annual Reorganization Meeting

11:00am-Regular Board Meeting

12:00 noon-Staff Recognition Ceremony and Luncheon.

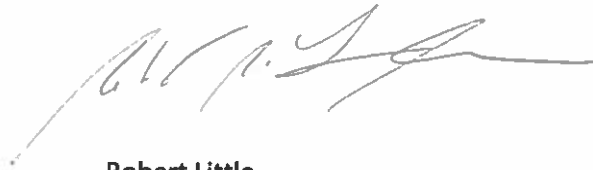
XIII. ADJOURNMENT
Meeting of April 23, 2015

Page Five

Approved

Mr. Little moved to adjourn the Regular Meeting at 12:40pm, seconded by Mrs. Gladding and unanimously carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'R. Little', written in a cursive style.

Robert Little
Secretary

I, CLAIRE J. SARSER, Clerk of the Special District Meeting of Northport-East Northport Public Library held on April 14, 2015, do hereby CERTIFY the following returns on the voting on the proposed Library Budget 2015/2016 and to elect two Library Trustees, one for a term of five years and one for a term of four years.

NOTE: VOTE WAS TAKEN BY VOTING MACHINE

PROPOSITION NO. 1:
PROPOSED LIBRARY BUDGET
\$ 9,953,600

YES NO
530 68

TOTAL VOTES CAST FOR BUDGET 598

TOTAL VOTES CAST FOR TRUSTEE 1058

LIBRARY TRUSTEE

Jacqueline Elsas 358
Georganne White 415
Robert R. Little 285
Write In 0



Claire J. Sarser, Clerk of the Special District Meeting

VI. Resolution Authorizing the Northport-East Northport Public Library's Participation
in the Suffolk County Library Efficiency Plan (Motion required)

**RESOLUTION: AUTHORIZING THE NORTHPORT-EAST NORTHPORT PUBLIC
LIBRARY PARTICIPATION IN THE SUFFOLK COUNTY LIBRARY EFFICIENCY
PLAN**

WHEREAS, Governor Andrew Cuomo enacted the Property Tax Freeze Credit legislation to provide property tax refunds to homeowners in conjunction with the 2014-2015 State Budget; and

WHEREAS, the statute dictates that local governments seek to generate long-term tax - relief for taxpayers by sharing services, consolidating or merging, and implementing operational efficiencies by way of developing "efficiency plans"; and

WHEREAS, in Year One of the program (which is 2015 for "local governments") homeowners will receive the Freeze Credit if their local government stays within the property tax cap; and

WHEREAS, in Year Two of the program (which is 2016 for "local governments") homeowners will receive the Freeze Credit for property taxes from any taxing jurisdiction in which the homeowner resides that stays within the property tax cap and promulgates a State-approved Government Efficiency Plan demonstrating savings equivalent to one percent of their property tax levies in each of the following three years; and

WHEREAS, while "local governments" may take a variety of approaches to develop their Government Efficiency Plans, the State has strongly encouraged they convene and facilitate a process to develop and submit county-wide Government Efficiency Plans; and

WHEREAS, the Suffolk Cooperative Library System and Patchogue-Medford Library have offered to coordinate the development of such a Government Efficiency Plan with the Patchogue-Medford Library serving as the 'lead agency' on behalf of all other interested libraries; and

WHEREAS, the Northport-East Northport Public Library is interested in intergovernmental cooperation with Suffolk Cooperative Library System, Patchogue-Medford Library and other libraries in supporting a county-wide Government Efficiency Plan and desires to memorialize its intention to participate in a coordinated Plan to allow its homeowners to receive the Freeze Credit.

NOW, THEREFORE, BE IT RESOLVED that the Northport-East Northport Public Library seeks to ensure that homeowners will receive the Tax Freeze Credit tantamount to annual increases in the Library's annual tax appropriation as part of this new State law; and

BE IT FURTHER RESOLVED that the Northport-East Northport Public Library did not exceed its designated property tax cap for fiscal year starting in 2015 and commits that it has no intention of exceeding the cap for fiscal year starting in 2016, which if exceeded would disqualify the library from participation in the Property Tax Cap Freeze Credit Program; and

BE IT FURTHER RESOLVED that the Northport-East Northport Public Library Board does hereby express its support for, and participation in the Suffolk County Libraries Plan; and

BE IT FURTHER RESOLVED that the Northport-East Northport Public Library Board urges the New York State Division of the Budget to approve Suffolk Cooperative Library System and Patchogue-Medford Library's coordinated Suffolk County Library Efficiency Plan with the understanding that the Northport-East Northport Public Library has played an active role in the identification of preexisting and implementation of new shared services, consolidations or merges, and/or operational efficiencies within the Northport-East Northport Public Library for inclusion within the County-wide Plan; and

BE IT FURTHER RESOLVED that certified copies of this resolution shall be forwarded to the Suffolk Cooperative Library System and Patchogue-Medford Library.

PERSONNEL REPORT
Approval of the Following Personnel Matters
April 23, 2015

A. Salary Increase

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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B. New Employees

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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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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Rochelle Freed	Librarian II/Step 20+2	Adult & Teen Services	03/26/15
Mary Lou Hede	PT Clerk/Step 20+5	Circulation Services	04/29/15

E. Other

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
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Request for Leave of Absence

Nina Callahan	Page	Circulation Services	04/02/15 – 04/12/15
Barbara Minogue	Café Worker	Community Services	05/28/15 – 06/05/15

**PERSONNEL REPORT
ADDENDUM**

Approval of the Following Personnel Matters
April 23, 2015

A. Salary Increase
Name

Position & Grade/Step

Department

Effective Date

B. New Employees
Name

Position & Grade/Step

Department

Effective Date

Samantha Walsh

PT Librarian Trainee/30 credits Adult & Teen Services

05/18/15

C. Resignations
Name

Position & Grade/Step

Department

Effective Date

D. Retirement
Name

Position & Grade/Step

Department

Effective Date

E. Other
Name

Position & Grade/Step

Department

Effective Date

Promotion

Nora Nolan

FT Librarian I/Step 3

Adult & Teen Service

06/01/15

Jessica Safonte

PT Library Clerk/Step 1

Circulation

05/18/15

Request for Leave

Aidan Dwyer

Page/\$8.75 hr.

Circulation

05/09/15 – 05/17/15

Vincent Catalano

Security Guard/\$19.79 hr.

Security

05/20/15 – 06/08/15

Salvatore Rapisardi

Security Guard/\$ 22.81 hr.

Security

06/08/15 – 06/15/15