

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY

MEETING MAY 21, 2020

The regular meeting of the Board of Trustees of the Northport-East Northport Public Library was held via telephone conference on Thursday May 21, 2020.

I. CALL TO ORDER

Chairperson Georganne White called the meeting to order at 10:12am. Also present were Margaret Hartough, Jacqueline Elsas, Judith Bensimon, Elizabeth McGrail, Assistant Director Nancy Morcerf and Director James Olney.

II. PLEDGE OF ALLEGIANCE was recited by those attending.

III. ADOPTION OF THE AGENDA

Mrs. Hartough moved to adopt the agenda, seconded by Mrs. Elsas and unanimously carried.

IV. PERIOD FOR PUBLIC EXPRESSION

V. MINUTES OF PREVIOUS MEETING

Mrs. Elsas moved to approve minutes of April 23, 2020, seconded by Mrs. Bensimon and unanimously carried.

VI. FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of Warrants

Mrs. Bensimon moved to approve warrant for \$420,989.46, page 4202, seconded by Mrs. McGrail and unanimously carried.

B. Payroll Register

Mrs. McGrail moved to approve payroll of \$189,245.83, page 2271, seconded by Mrs. Hartough and unanimously carried.

Mrs. Hartough moved to approve payroll of \$187,733.75, page 2272, seconded by Mrs. Elsas and unanimously carried.

C. Review of Monthly Expenditures

VII. COMMUNICATION

No communications to report

VIII. DIRECTOR'S REPORT

Mr. Olney spoke of reopening the Northport and East Northport buildings in phases. First phase would include staff only access to the building. The second phase would include limited patron access to the building for counter pick-up of materials. Ideally, phases would be implemented in two-week intervals.

A number of Library programs are now on line including Composting, Naloxone Training and Medicare Counseling via telephone.

IX. PERSONNEL REPORT

Mrs. Hartough moved to approve "E. Other" in the personnel report, seconded by Mrs. Elsas and unanimously carried.

X. RESOLUTION PERTAINING TO 2020-2021 LIBRARY VOTE AND ELECTION OF TRUSTEE

Mrs. Elsas moved to approve Resolution pertaining to 2020-2021 Library Vote and Election of Trustee, (see attached) seconded by Mrs. Bensimon and unanimously carried.

XI. OTHER BUSINESS

Plexiglas will be temporarily installed in both buildings. Upgraded filters will be installed on the HVAC systems in both buildings.

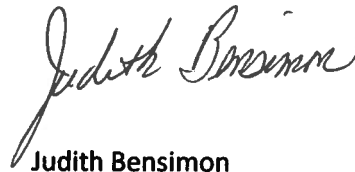
XII. DATES OF FUTURE MEETING

Thursday, June 18, 2020	10:00am	Regular Meeting
Thursday, July 16, 2020	9:30am	Reorganizational Meeting
	10:30am	Regular Meeting

XIII. ADJOURNMENT

Mrs. Elsas moved to adjourn meeting at 12:14pm, seconded by Mrs. Bensimon and unanimously carried.

Respectfully Submitted,



Judith Bensimon
Secretary



Northport-East Northport Public Library

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www.nenpl.org

Dear Board Member:

The regular meeting of the Board of Trustees of the Northport-East Northport Public Library will be held on **Thursday, May 21, 2020, at 10:00 AM** via telephone conference.

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Adoption of Agenda (Motion required)
- IV. Period for Public Expression
- V. Minutes of previous meeting (Motion required)
- VI. Financial Secretary & Treasurer's Report
 - A. Approval of warrants (Motion required)
 - B. Acceptance of payroll registers (Motion required)
 - C. Review of monthly expenditures
- VII. Communications
- VIII. Director's Report
- IX. Personnel Report (Motion required)
- X. Resolution pertaining to 2020-2021 Library Vote and Election of Trustee (Motion required)
- XI. Other Business
- XII. Dates of next library board meetings:
Thursday, June 18, 2020, 10:00 AM – Regular Meeting
Thursday, July 16, 2020, 9:30 AM – Reorganizational Meeting
10:30 AM – Regular Meeting
- XIII. Adjournment

LIBRARY BOARD MEETING

MAY 21, 2020

ACCOUNTS PAYABLE

4204	\$420,989.46	Four Hundred Twenty Thousand Nine Hundred and Eighty Nine Dollars & Forty Six Cents
5/21/20		

PAYROLL REGISTER

2271	\$189,245.83	One Hundred Eighty Nine Thousand Two Hundred Forty Five Dollars & Eighty Three Cents
5/1/20		

2272	\$187,733.75	One Hundred Eighty Seven Thousand Seven Hundred Thirty Three Dollars & Seventy Five Cents
5/15/20		

PERSONNEL REPORT
Approval of the Following Personnel Matters
May 21, 2020

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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E. Other

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

Andrea Richeson	Librarian I/Step 5	Adult & Teen Svcs	06/15/20 – 10/12/20
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Request for Continuation of Leave of Absence

Amy Guethlein	PT Library Clerk/Step 1	Circulation Services	06/01/20 – 08/01/20
Michelle DeNunzio	Café Worker/\$13.50 hr.	Community Services	05/13/20 – 08/13/20

Report approved by Board of Trustees


 Secretary

**X. Resolution pertaining to 2020-2021 Library Vote
and Election of Trustee (Motion required)**

WHEREAS, on January 16, 2020, the Library Board approved a budget for the 2020 – 2021 fiscal year, which included a 1.39% increase in the tax levy, to be presented to the voters on April 7, 2020;

WHEREAS, subsequent to that resolution, by Executive Orders of the New York State Governor, the Library facilities were closed to the public, and the budget and trustee vote were postponed without date;

WHEREAS, due to the financial strain the Coronavirus pandemic has placed on the community, the Library Board has reevaluated its 2020 – 2021 Library budget;

RESOLVED, that the Library's January 16, 2020 resolution approving a 1.39% increase to the 2020 – 2021 budget is rescinded;

FURTHER RESOLVED, that the Library will not increase the 2020 – 2021 tax levy, and will operate on the same levy as previously approved by the voters for the 2019 – 2020 budget;

FURTHER RESOLVED, that because the Library is not increasing its tax levy over and above the previously approved tax levy from 2019 – 2020, no 2020 –2021 budget vote is required, pursuant to Education Law § 259(1).

FURTHER RESOLVED, that, pursuant to Executive Order 202.26, that 2020 – 2021 Library trustee vote is hereby scheduled for June 9, 2020, to be managed by the School District.