

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY

Meeting of October 22, 1992

The regular monthly meeting of the Board of Trustees was held on October 22, 1992.

Ruth McKay called the meeting to order at 7:05 p.m. Also attending were C. Annette Carr, Jennifer Richmond, Michael Glennon, Director Stephanie Heineman and Assistant Director Eileen Minogue.

Stuart Goldblatt was absent with prior notice.

George Beatty, architect, was present for the Building Program discussion.

**MINUTES OF PREVIOUS MEETING**

Mrs. Carr moved to approve the minutes of September 17, 1992 as presented, seconded by Mrs. Richmond and unanimously carried.

**FINANCIAL SECRETARY & TREASURER'S REPORT**

Mrs. Richmond moved to approve warrant, page 2118, in the amount of \$95,183.74, seconded by Mr. Glennon and unanimously carried.

Mr. Glennon moved to approve warrant, page 2119, in the amount of \$90,380.62, seconded by Mrs. Carr and unanimously carried.

Mrs. Richmond moved to approve warrant, page 2120, in the amount of \$59,829.85, seconded by Mrs. Carr and unanimously carried.

Mr. Glennon moved to approve Capital Reserve Fund warrant, page 2121, in the amount of \$1,137.50, seconded by Mrs. Carr and unanimously carried.

The Board accepted the payroll for the period ending:

September 25, 1992	page 1406	\$74,503.00
October 9, 1992	page 1407	76,061.12

**DIRECTOR'S REPORT**

The Director's report was mailed to the Board prior to the meeting for their review.

**PERSONNEL**

Mrs. Carr moved to approve the resignation of Lynn Odom, part-time Librarian I Reference Department, effective October 30, 1992, seconded by Mrs. Richmond and unanimously carried.

The Director informed the Board of the transfer of Judith Killen from Young Adult/Visual Department Head, Librarian III, to Reference Department Head, Librarian III, effective December 1, 1992.

Mrs. Richmond moved to approve the hiring of Al Martin, part-time custodial worker, Step 8, effective December 2, 1992, seconded by Mr. Glennon and unanimously carried.

**BUILDING PROGRAM**

The Library Board and Library Administration together with George Beatty will tour the Middleville Middle School prior to the November 12, 1992 Building Planning Meeting.

The October 13, 1992 visit to the Dickinson Avenue School site was reviewed by Assistant Director Eileen Minogue, Library Board Chairperson Ruth McKay and Library Trustee C. Annette Carr. School Board members at the site tour included Board President Jack McGrath, Susan Benyo, Sandra D'Eloia and Patricia Naples. Also present during the visit were Dickinson Avenue School PTA President Mary Hall and Dickinson Avenue School Kindergarten teacher Joy Schmidt.

**OLD BUSINESS**

Landscaping/Snow Removal Work

The Landscaping/Snow Removal service will be contracted to Everything Green Designs, Inc. of 720 Fort Salonga Road, Northport.

Building Cleaning Service Contract

**RESOLUTION**

Whereas, by notice to bidders dated October 1, 1992 the Board of Trustees requested bids for the Northport Library Building Cleaning Service Contract for the period December 1, 1992 to November 30, 1993 and,

Whereas, at the bid opening held on October 8, 1992 the following bids were received:

Cover All of L.I. Inc.  
35 Pinelawn Road, Room 200 W  
Melville, N.Y. 11747  
BID: \$3,120/Mo. (\$37,440/yr)

Be-Al Office Cleaning Service Inc.  
60 West Merrick Road  
Freeport, N.Y. 11520  
BID: \$33,764.28/yr.

L & L Maintenance Inc.  
2 Belmont Drive  
Smithtown, N.Y. 11787  
BID: \$20,688/yr.

Strike Force Maintenance  
200-38 East 2nd Street  
Huntington Sta., N.Y. 11746  
BID: \$32,256/yr.

Clean America, Inc.  
811 Jericho Tpk, 102W  
Smithtown, N.Y. 11787  
BID: \$51,000/yr

Capital Cleaning Contractors  
2371 New York Avenue  
Huntington Station, N.Y. 11746  
BID: \$23,495/yr.

Whereas, the bids and the qualifications of each bidder have been reviewed by the Director, and

Whereas, the results of such review was reported to the Trustees held at the meeting held on October 22, 1992 and

Whereas, the Board reviewed such report and took particular note of the poor performance record given to L & L Maintenance, Inc. by the Director and,

Whereas, the Board recognizes that the bids between L & L Maintenance, Inc. and Capital Cleaning Contractors are \$2807.00 apart and Capital Cleaning Contractors have received a recommendation for ongoing reliable and responsible service from another public library.

Now, therefore, it is the finding of this Board that Capital Cleaning Contractors is the lowest responsible bidder, and,

Therefore, it is resolved by Mrs. Carr and seconded by Mrs. Richmond that the contract for Northport Library Building Cleaning Service for the period ending December 1, 1992 to November 30, 1993 is hereby awarded to Capital Cleaning Contractors based on their bid of \$23,495.00. Unanimously carried.

**OTHER**

Mrs. Richmond moved to reimburse SCLS 75% (increased from 50%) of the local library incentive aid money (LLIA), seconded by Mr. Glennon and unanimously carried.

The Director reviewed with the Board the rules for borrowing videos for anyone under 18 years of age.

**DATE OF NEXT MEETING**

The next regular meeting will be held on November 19, 1992 at 7:00 p.m.

**ADJOURNMENT**

Mr. Glennon moved to adjourn at 8:45 p.m., seconded by Mrs. Carr and unanimously carried.

Respectfully submitted,



Jennifer Richmond  
Secretary