

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY

Meeting of October 19, 1995

The regular monthly meeting of the Board of Trustees was held on October 19, 1995 in the Community Room of the Northport library.

C. Annette Carr called the meeting to order at 4:15 p.m. Also attending were Stuart Goldblatt, Elizabeth McGrail, Ruth McKay, Michael Glennon, Assistant Director Eileen Minogue and Director Stephanie Heineman.

Todd Harvey, architect, attended for the work session.

Ron Filaber, Kristen Tessar, Rory DeJohn and Roger Lisi, from Turner Construction, attended for the work session.

Douglas McNally, library counsel, was also in attendance.

**MINUTES OF PREVIOUS MEETING**

Mr. Glennon moved to accept the minutes of September 21, 1995 as presented, seconded by Mrs. McKay and unanimously carried.

**FINANCIAL SECRETARY & TREASURER'S REPORT**

Mrs. McKay moved to approve warrant for \$100,908.89, page 2378, seconded by Mr. Goldblatt and unanimously carried.

Mr. Goldblatt moved to approve warrant for \$93,728.29, page 2379, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$86,864.75, page 2380, seconded by Mr. Glennon and unanimously carried.

The Board accepted the payroll for the period ending:

September 22, 1995	page 1494	\$86,776.43
October 6, 1995	page 1495	88,446.58

**DIRECTOR'S REPORT**

The Director's report was given orally to the Board.

Mr. Glennon's statement in the newsletter on the successful referendum has been read and well received throughout the library community of Suffolk County.

Planning has begun on the layout for the new buildings. The Staff Implementation Team for the building project and representatives from Harvey, Beatty have been meeting focusing on East Northport.

Having Staff Team leaders meet with their staff puts in place the opportunity for the library project to begin at the grass roots level which will in the end reflect our needs and what we want to give to the community.

Last Saturday East Northport had an Olde Time Fair. It was a great success. \$140.00 was made for Friends of the Library through a gently used book sale. Seven new residents obtained library cards; new people signed up to become Friends of the Library; Pictures taken at the event were shown to the Trustees.

**DIRECTOR'S REPORT (CONT.)**

The Director thanked those Board members who were able to attend the demonstration at the Patchogue-Medford library to see the Innovative Interface system at work. Twenty-four libraries thus far have indicated their intent to be a part of the new system.

Searching for a Job? Start at Your Library! A Bibliography of Job Search Resources has been created as a cooperative effort by the public libraries in the Town of Huntington. Six librarians from the Huntington libraries worked on the project with Rochelle Freed, our Career Center Librarian, spearheading the project.

Each library committed to 1,000 copies to distribute in their own libraries, resulting in a very economical price for this project. In addition, samples of the bibliography will be distributed to all public libraries and copies will be shared with the Employment Network Program at the Parish Outreach of Our Lady Queen of Martyrs, the Career Center at the Northport High School, as well as other agencies working with employment issues.

The tree in East Northport which appears in all the drawings and models is dead and will be removed when the demolition is started. The tree will have its branches "clipped" in the meantime for safety purposes.

**PUBLIC PARTICIPATION**

During the period for public participation the following comments were noted:

letter about the Gildersleeve property in the paper  
status of property  
covenant  
right to sell

**PERSONNEL**

Mrs. McKay moved to approve "A" Salary Increases in the Personnel Report as follows:

Michelle DeGeorge, page/Step 9, Ref-Npt, 10/3/95; seconded by Mr. Goldblatt and unanimously carried.

Mr. Goldblatt moved to approve "B" New Employees in the Personnel Report as follows:

Marina Sullivan, P/T librarian/Step 1, Childrens, 10/9/95; seconded by Mrs. McGrail and unanimously carried.

Mr. Glennon moved to approve "C" Resignations in the Personnel Report as follows:

Melissa Turano, Page/Step 5, Childrens-EN, 8/22/95, seconded by Mrs. McKay and unanimously carried.

Mr. Goldblatt moved to approve "E" Other in the Personnel Report as follows:

Mary Ellen Giuliani, Lib. Clerk/Step 3, Circulation, 9/25/95, seconded by Mrs. McGrail and unanimously carried.

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**NEW BUSINESS**

The Building Cleaning Contract bids were reviewed.

Mr. Goldblatt moved to award the Northport Building Cleaning Contract, 12/1/95-11/30/96, to Martins Building Maintenance, 476 Burkhard Avenue, Williston Park, N.Y. 11596 with a bid of \$18,960.00, seconded by Mrs. McGrail and unanimously carried.

The Director, Assistant Director and Branch Librarian met with Heather Wilson and her mother on October 3 and offered Heather three options. 1. To pay \$4.42 a week until the Out of District card was paid for. 2. That if her mother obtains a job in the district she would then be entitled to an Employed in District card. 3. That Heather could apply for a job as page and would then be entitled to her own library card.

There has been no further communication from Heather since this meeting, despite efforts by our Branch Librarian to call her.

Mr. Goldblatt will be meeting with a "problem patron" to try to come to an understanding.

**DATE OF NEXT MEETING**

November 16, 1995 at 7:00 p.m. preceded by a Work Session on the Building Program at 5:30 p.m.

**ADJOURNMENT**

Mr. Goldblatt moved to adjourn the regular meeting, seconded by Mrs. McGrail and unanimously carried.

**WORK SESSION**

Mrs. McGrail moved to convene to Work Session to discuss the Building Project, seconded by Mr. Goldblatt and unanimously carried.

**WORK SESSION**

Todd Harvey walked the Board through a preliminary plan of the new East Northport library, answering questions and explaining details.

Roger Lisi distributed a Master Schedule and Staff Plan of the Northport-East Northport libraries explaining and defining the chart.

Mr. Goldblatt moved to adjourn the Work Session, seconded by Mrs. McKay and unanimously carried.

**EXECUTIVE SESSION**

Mrs. McKay moved to convene to Executive Session to discuss matters leading to the appointment of professional contracts and the disposition of real property, seconded by Mr. Goldblatt and unanimously carried.

Mrs. McKay moved to adjourn the Executive Session, seconded by Mr. Glennon and unanimously carried.

**REGULAR SESSION**

Mrs. McKay moved to reconvene in regular session, seconded by Mr. Glennon and unanimously carried.

**RESOLUTION**

Mr. Glennon moved that it be resolved that Stephanie Heineman, as Director, is authorized to execute an agreement between the Trustees and Beatty, Harvey Associates dated October 19, 1995 subject to Beatty, Harvey Associates presenting a liability insurance certificate for two million dollars naming the Trustees as insured. Such insurance to be maintained throughout the project, seconded by Mrs. McGrail and unanimously carried.

**ADJOURNMENT**

Mr. Glennon moved to adjourn the regular meeting at 7:40 p.m., seconded by Mrs. McKay and unanimously carried.

Respectfully submitted,

Ruth McKay  
Secretary