

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
June 19, 2003

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held on Thursday, June 19, 2003, in the Board Conference Room of the Northport Library.

I The meeting was called to order at 10:35 a.m. by Elizabeth McGrail. Also attending were Ruth McKay, Robert Little, Director Stephanie Heineman and Assistant Director Eileen Minogue.

William Martin and C.Annette Carr were absent with prior notice.

Douglas McNally, library counsel, was also present.

II OATH OF OFFICE

Mrs. McGrail was sworn in for the office of Trustee 2003-2008 by Mr. McNally.

III MINUTES OF PREVIOUS MEETING

Mrs. McKay moved to approve the minutes of May 15, 2003 amended, seconded by Mr. Little and carried.

IV FINANCIAL SECRETARY & TREASURER'S REPORT

Mr. Little moved to approve warrant for \$221,944.22, page 3382, seconded by Mrs. McKay and carried.

Mrs. McKay moved to approve warrant for \$79,667.17, page 3383, seconded by Mr. Little and carried.

Mr. Little moved to approve warrant for \$12,739.90, page 3384, seconded by Mrs. McKay and carried.

Mrs. McKay moved to approve warrant for \$149,624.70, page 3385, seconded by Mr. Little and carried.

The Board accepted the payroll for the period ending:

RESOLUTION

Be it resolved that the Board of Trustees moves to approve the transfer of the Funds designated for Automobile Deductible of \$5,000 and New York State Retirement of \$10,060 to the Operating Budget Unappropriated Fund Balance. Be it further resolved that the Telecommunications Fund of \$65,000 be transferred into the Capital & Technological Improvements Fund. Mr. Little moved, Mrs. McKay seconded, resolution carried.

VI DIRECTOR'S REPORT

The Director's Report was given orally and in addition to the packet she reported on the following:

James Olney's promotion to Assistant Director was announced at the June 3 staff meeting.

Reorganization of the Staff Association of the Northport-East Northport Public Library due to James Olney's promotion.

Meeting of June 19, 2003

Busy month after the staff changes made; gearing up for the summer; Annual Department Head Luncheon at "the hill" thanks to Annette Carr.

Barbara Johnson has been appointed to an SCLS Committee on digitization.

Deidre Martin, Bill Martin's daughter, book discussion of her book, BODY CHECK, on June 5, 2003.

Laurie Farr-Kindler's contributions as Young Adult Librarian.

Working with a staff committee to update the library's logo.

VII PERSONNEL REPORT

Mrs. McKay moved to approve "B" New Employees in the Personnel Report as follows:

Peter Giorgio, Seasonal Page/Step 2, Ref-Npt, 6/16/03; Denise Becker, Seasonal Page/Step 6, Youth Services, 6/20/03; William Little, Seasonal Page/Step 5, 6/2/03; Darla Guttierrez, Page/Step 1, Youth Services, 6/9/03; Margaret Powers, Page/Step 1, Ref-Npt, 6/30/03; Brooke Abbatantuono, Page/Step 1, Ref-Npt, 6/30/03; Daniel Passeser, Page/Step 1, Ref-Npt, 6/30/03; Sarah Henry, PT Librarian Trainee/Entry, Youth Services, 6/20/03; William Hummel, Security Guard/Step 1, Ref, 6/9/03; Ryan Howe, Page/Step 1, Youth Services, 6/16/03; seconded by Mr. Little and carried.

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

Abbey Stillman, Seasonal Page/Step 4, Youth Services, 5/16/03; Kara Sisti, Page/Step 2, Ref-EN, 5/22/03; Mara Gilner, Page/Step 7, Ref-EN, 6/2/03; Danielle Brindisi, Page/Step 3, Youth Services, 6/13/03; seconded by Mrs. McKay and carried.

Mrs. McKay moved to approve "E" Other in the Personnel Report as follows:

Leave of Absence

Brian Giorgio, Page/Step 3, Ref, 6/16/03-8/25/03, Rebecca Richards, Page/Step 1, Ref, 6/27/03-8/18/03

Change of Status

Erin Cressy, Librarian I/Step 1, PALS/Tech Services, 6/23/03, (Previously Library Assistant, completion of MLS); seconded by Mr. Little and carried.

VIII NORTHPORT BUILDING CLEANING CONTRACT

WHEREAS MSL Maintenance, Inc. presented the lowest Northport cleaning service bid, \$28,200 a year, July 1, 2003 to June 30, 2006, Mr. Little moved to award the contract to MSL Maintenance Inc., seconded by Mrs. McKay and carried.

x UNFINISHED BUSINESS

A. Contracts with Unserved District

The Board was brought up to date on the progress of the Elwood Public Library.

XII DATE OF NEXT MEETING

Tuesday, July 15, 2003 at 10:30 a.m. Annual Reorganization Meeting, to be followed by Regular Board Meeting

XIII ADJOURNMENT

Mrs. McKay moved to adjourn the meeting at 11:45 a.m., seconded by Mr. Little and carried.

Respectfully submitted,



C. Annette Carr
Secretary