

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of January 25, 2007 Approved

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held on Thursday, January 25, 2007 in the Board Conference Room of the Northport Library.

The regular Board of Trustees meeting was preceded by a Budget Work Session.

1) CALL TO ORDER

Mrs. McKay called the meeting to order at 11:25 AM. Also attending were Andrea Gladding, Elizabeth McGrail, Robert Little, J. Ronald Gaudreault, Director Stephanie Heineman, Assistant Director Eileen Minogue and Assistant Director James Olney.

2) MINUTES OF PREVIOUS MEETING

Mr. Little moved to approve the minutes of December 21, 2006 as amended, seconded by Mr. Gaudreault and unanimously carried.

3) FINANCIAL SECRETARY & TREASURER'S REPORT

Approval of warrants

Mr. Little moved to approve warrant for \$ 298,389.23, page 3593, seconded by Mr. Gaudreault and unanimously carried.

Mr. Gaudreault moved to approve warrant for \$ 529.00, page 3594, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$ 183,382.73, page 3595, seconded by Mrs. Gladding and unanimously carried.

Mrs. Gladding moved to approve warrant for \$ 105,035.40, page 3596, seconded by Mr. Little and unanimously carried.

The Board accepted the payroll for the period ending:

December 29, 2006	Page 1903		\$182,130.31
December 29, 2006	Page 1904		15,169.03
December 29, 2006	Page 1905	CREDIT	(4,977.49)
January 12, 2007	Page 1906		174,679.40
January 12, 2007	Page 1907		990.89

4) COMMUNICATIONS

Letters of praise and appreciation for the library were received from two patrons with donations.

5) DIRECTOR'S REPORT

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

A letter from SCLS Director Kevin Verbsey thanking the Director Stephanie Heineman for sending him a copy of her letter to New York State Senator John Flanagan which congratulated Senator Flanagan for being named Man of the Year in Government by The Times of Northport & East Northport and thanking Director Heineman for her cooperative efforts, input, and support of the Long Range Planning for SCLS.

Discussion with the Superintendent of Public Works Village of Northport regarding handicapped spaces, curb cut in the parking lot and location of a "drop off" spot for new book returns.

James Olney reported on new Federal Rules of Civil Procedure regarding Archiving of Digital Communications.

Update on the drug and alcohol task force organized by the school district which includes teen Librarian Candace Reeder.

Doris Gebel being featured in The Times of Northport & East Northport regarding her introducing patrons to award-winning books from around the world and the exhibit at the Northport Library called "Children Between Worlds."

The request by Ms. Kelly Newman, Assistant Superintendent of Northport - East Northport Schools for the library to give shelf space to text books for students to use who may have forgotten their own books in school or do not have them available and the library's affirmative responsive.

6) PERSONNEL REPORT

Mr. Little moved to approve "A" Salary Increase in the Personnel Report, seconded by Mr. Gaudreault and unanimously carried.

Mr. Gaudreault moved to approve "B" New Employees in the Personnel Report, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve "C" Resignations in the Personnel Report, seconded by Mrs. Gladding and unanimously carried.

Mrs. Gladding moved to approve "E" Other in the Personnel Report, seconded by Mr. Little and unanimously carried. Two pages attached

PERSONNEL REPORT ADDENDUM

Mr. Little moved to approve "B" New Employees in the Personnel Report Addendum, seconded by Mr. Gaudreault and unanimously carried. One page attached

7) APPROVAL TO PRESENT PROPOSED LIBRARY BUDGET 2007/2008 TO
THE COMMUNITY ON APRIL 10, 2007

Mr. Gaudreault moved to present the proposed library budget 2007/2008 to the community on April 10, 2007, seconded by Mrs. McGrail and unanimously carried.

8) UNFINISHED BUSINESS

The amount of \$32,000 has been raised for the BRING BACK THE BEAR fund and 100 bricks have been sold.

9) DATE OF NEXT REGULAR MEETING

Thursday, February 22, 2007 at 10:00 AM

10) ADJOURNMENT

Mr. Little moved to adjourn the meeting, seconded by Mr. Gaudreault and unanimously carried.

Respectfully submitted,

Andrea Gladding

Andrea Gladding
Secretary

PERSONNEL REPORT
Approval of the Following Personnel Matters
January 25, 2007

A. Salary Increase

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Joyce Bernat	Café Worker/Step 17	Community Service	01/01/07
Rose Boccia	Café Worker/Step 6	Community Service	01/01/07
Florence Gorman	Café Worker/Step 8	Community Service	01/01/07
Marie Klein	Café Worker/Step 9	Community Service	01/01/07
Jill Krahel	Café Worker/Step 5	Community Service	01/01/07
Jill Kuehn	Café Worker/Step 5	Community Service	01/01/07
Kathleen O'Sullivan	Café Worker/Step 2	Community Service	01/01/07
Caroline Prisco	Café Worker/Step 7	Community Service	01/01/07
John Souto	Café Worker/Step 10	Community Service	01/01/07
Carol Trentadue	Café Worker/Step 9	Community Service	01/01/07
Dominick Tripolone	Café Worker/Step 5	Community Service	01/01/07
Dorothy Windus	Café Worker/Step 6	Community Service	01/01/07
Jessica Attard	Page/Step 1	Youth Services	01/01/07
Caitlin Aymong	Page/Step 1	Media Services	01/01/07
Kate Begley	Page/Step 7	Youth Services	01/01/07
Evan Bloecker	Page/Step 6	Reference – EN	01/01/07
Matthew Bruckenthal	Page/Step 1	Reference – EN	01/01/07
Alexis Bryson	Page/Step 1	Reference – Npt	01/01/07
Merredith Burcyk	Page/Step 1	Youth Services	01/01/07
Michael Cabasso	Page/Step 1	Youth Services	01/01/07
John Cahill	Page/Step 4	Computer Services	01/01/07
Michael Cavallaro	Page/Step 4	Computer Services	01/01/07
Kristin Cortina	Page/Step 2	Youth Services	01/01/07
Olivia D'Accordo	Page/Step 1	Youth Services	01/01/07
Alyssa D'Agostino	Page/Step 2	Computer Services	01/01/07
Matthew DiGiorolamo	Page/Step 6	Computer Services	01/01/07
Alexander Ethier	Page/Step 1	Media Services	01/01/07
Caroline Greenberg	Page/Step 2	Local History	01/01/07
Erin Grego	Page/Step 1	Youth Services	01/01/07
Samantha Gross	Page/Step 4	Reference – Npt	01/01/07
Darla Gutierrez	Page/Step 6	Youth Services	01/01/07
Frederick Hansen	Page/Step 6	Reference – EN	01/01/07
Douglas Hartough	Page/Step 4	Computer Services	01/01/07
Matthew Henken	Page/Step 2	Reference – Npt	01/01/07
Christine Jong	Page/Step 2	Reference – EN	01/01/07
Catherine Juliano	Page/Step 4	Reference – Npt	01/01/07
Michael Kiley	Page/ Step 2	Youth Services	01/01/07
Stephen Latuso	Page/Step 15	Computer Services	01/01/07
Catherine Leone	Page/Step 4	Youth Services	01/01/07
Faye Michels	Page/Step 10	Youth Services	01/01/07
Samantha Miller	Page/Step 1	Reference – Npt	01/01/07
Mary Ann Morrisroe	Page/Step 8	Circulation Services	01/01/07
Raymond Murphy	Page/Step 1	Reference – EN	01/01/07

Salary Increase (Continued)

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Andrew Pearlman	Page/Step 1	Reference – EN	01/01/07
Daniel Pochtrager	Page/Step 5	Computer Services	01/01/07
Julie Pollard	Page/Step 2	Youth Services	01/01/07
Melissa Rabbe	Page/Step 1	Youth Services	01/01/07
Lauren Regensberger	Page/Step 2	Youth Services	01/01/07
Meghan Reilly	Page/Step 1	Media Services	01/01/07
Thomas Reilly	Page/Step 4	Youth Services	01/01/07
Chelsea Ringen	Page/Step 1	Reference – Npt	01/01/07
Mary Jane Ritter	Page/Step 9	Reference – Npt	01/01/07
Miriam Roth	Page/Step 17	PALS	01/01/07
Justine Rotondo	Page/Step 2	Reference – Npt	01/01/07
Amanda Schram	Page/Step 1	Youth Services – Teen	01/01/07
Michael Skeats	Page/Step 4	Computer Services	01/01/07
Arianna Spiros	Page/Step 1	Youth Services	01/01/07
Kaitlyn Sullivan	Page/Step 1	Youth Services	01/01/07
Jessica Wallin	Page/Step 4	Youth Services	01/01/07
Kerry Walsh	Page/Step 4	Computer Services	01/01/07
Patricia Welsh	Page/Step 5	Reference – EN	01/01/07
Santa Wolanczyk	Page/Step 2	Reference – Npt	01/01/07
Richard Barkey	PT Librarian Trainee/27 credits	Youth Services	01/08/07

B. New Employees

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Rita Meade	PT Librarian Trainee/Entry	Youth Services	01/29/07
Kyle Silverstein	Page/Step 1	Computer Services	01/16/07

C. Resignations

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Mariel Kon	Page/Step 2	Youth Services	12/18/06
Michael Skeats	Page/Step 4	Computer Services	01/13/07

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>
Requests for Parental Leave			
Christine Farrugia	PT Librarian I/Step 8	Youth Services	02/22/07 – 06/03/07
Deana Simonetti	PT Librarian I/Step 1	Youth Services	02/01/07 – 07/01/07

**PERSONNEL REPORT
ADDENDUM**

Approval of the Following Personnel Matters
January 25, 2007

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>
Janet Schultz	PT Library Clerk/Step 1	Circulation	01/29/07
Sarah Glasser	PT Librarian I/Step 1	PALS/Tech Services	02/07/07

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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