

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of May 20, 2014 Approved

The regular monthly meeting of the Board of Trustees of the Northport-East Northport Public Library was held in the Northport Library Conference Room on Tuesday, May 20, 2014.

1) CALL TO ORDER

Vice-Chairperson Margaret Hartough called the meeting to order at 5:35 PM. in the absence of Chairperson Patricia Flynn. Also attending were Robert Little, Elizabeth McGrail, Andrea Gladding, Assistant Director Nancy Morcerf and Director James Olney.

2) PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by those attending the meeting.

3) MINUTES OF PREVIOUS MEETING

Mrs. Gladding moved to approve the minutes of April 17, 2014 with changes, seconded by Mrs. McGrail and unanimously carried.

4) FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of warrants

Mr. Little moved to approve warrant for \$ 272,832.55, page 3930, seconded by Mrs. Gladding and unanimously carried.

Mrs. Gladding moved to approve warrant for \$ 58,952.40, page 3931, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$ 196,399.81, page 3932, seconded by Mr. Little and unanimously carried.

PAYROLL REGISTER

April 25, 2014	Page 2104	\$ 181,348.52
May 9, 2014	Page 2105	186,582.22

B. Review of monthly expenditures

C. Review of statistical summary

5) COMMUNICATIONS

6) DIRECTOR'S REPORT

The Director's Report was given orally in addition to the packet available to the Trustees at the Circulation Desk prior to the meeting.

Administration – The public libraries in the Town of Huntington have begun the second year in collaboration to offer Community Conversations: Your Life, Your Family, Your Future. The most recent presentation was held at the Cold Spring Harbor Library entitled

Our Next Generation Speaks Up: Are We Listening? It was a great opportunity to hear from young adults about the economy, environment and education from their perspectives.

The Library Courtyard has undergone a significant restoration in preparation for our Centennial Celebration scheduled for June. The pavers were steam cleaned removing all the stains, moss and weeds that have built up during the past ten years. Ailing shrubs were replaced with heartier varieties. New umbrella stands have been ordered to hold additional umbrellas and the existing umbrellas have been replaced. The exterior stucco and steel surfaces of the building are being repainted helping to preserve the exterior and provide a fresh look to the building. Extensive water damage to the façade where the pedestrian bridge connects to the building was identified and is being repaired.

Adult Services – A Navigating Your Community Information Fair organized by our multicultural outreach librarian was held at the East Northport Library. The public library is an ideal centralized service point for community resource gathering to take place. This programming format will be repeated in the future.

Three magazine subscriptions have been added for the veteran readership. The American Legion, DAV (Disabled American Veterans), and the VVA (Vietnam Veterans of America) subscriptions are planned to begin in June.

Buildings and Grounds – Proposals for carbon monoxide detectors are being evaluated as details of current regulations are still being drafted. The fire marshal(s) will be consulted to ensure that the proposed monitoring system will meet the new building codes.

A second window pane has been replaced in the Northport building. Both panes suffered large cracks on the interior side of the double pane glass. The date or cause of the damage could not be determined.

The parking lot at the East Northport building is in need of repairs. Numerous potholes have formed following the harsh winter. The holes have been temporarily patched by our staff but a more permanent repair is needed that will allow us to postpone a complete resurfacing, which will be required within the next few years.

Circulation – Each quarter, the Suffolk Library System (SCLS) reconciles the long overdue payments made on lost inter-library loaned items. Our staff is very diligent about following up on overdue items borrowed by our patrons and we consistently reimburse other libraries for only a small fraction of what we receive in payments from other libraries.

Community Services – Tomorrow-Land: The 1964 World's Fair and Transformation of America transported 65 patrons back in time to their attendance at the fair.

The Long Island Reads selection this year was The Manor by Mac Griswald and we were fortunate to have the author share her stories with more than 55 patrons in attendance.

After selling all of the Library Friends discounted tickets to the American Museum of Natural History, we will be changing our spring and summer offerings back to discounted tickets to the Long Island Aquarium. For a small increase in price, the tickets this year will also allow attendees access to the butterfly exhibit and aviary.

Network and Systems – The Northport building phone service has been converted from the traditional Verizon voice lines to Optimum digital voice lines. This new service is more economical and will support the caller ID and direct inward dialing features available on our new phone system. The East Northport building will require Optimum to install new subterranean cables to upgrade our service. This will delay the service upgrade until the cable work is completed.

The setup and configuration of Minecraft servers to support this game was very complex and has subsequently made our Network and Systems Department Head in high demand with technical staff at other libraries. He has already presented at a professional meeting and has now agreed to host a demonstration as he configures new hardware for our library.

Youth Services – A Star Wars program invited the Empire City Garrison of the 501st Legion to send Darth Vedar and a Storm Trooper to the Northport Library. Photos were taken and posted on the web and light swords were crafted.

Marcus Sedgwick, author and 2014 Michael L. Printz award winner for the young adult novel Midwinterblood, spent the day at Northport. His morning presentation was to over 70 Northport High School Students followed by an afternoon presentation to librarians and teachers. Our library was the only library included in his United States tour so we were particularly honored.

The library hosted the Northport High School Fashion Show where 25 students modeled dresses they designed and sewed in their fashion and illustration class to almost 100 people in attendance.

7) PERSONNEL REPORT

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

Mrs. Gladding moved to approve "E Other Employees" in the Personnel Report, seconded by Mrs. McGrail and unanimously carried, page attached.

8) PERIOD FOR PUBLIC EXPRESSION

9) 2014 ADDITIONAL LIBRARY OPENING AND CLOSINGS

Mrs. McGrail moved to approve the 2014 Additional Library Opening and Closings, seconded by Mrs. Gladding and unanimously carried, page attached.

10) OTHER BUSINESS

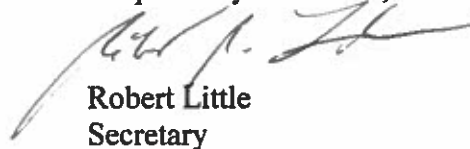
11) DATES OF FUTURE MEETINGS

Thursday, June 19, 2014	10:00 AM	Regular Board Meeting
Thursday, July 17, 2014	10.00 AM	Annual Reorganizational Meeting
	11:00 AM	Regular Board Meeting
	12:00 Noon	Staff Recognition Ceremony

12) ADJOURNMENT

Mr. Little moved to adjourn the meeting at 6:55 PM, seconded by Mrs. Gladding and carried.

Respectfully submitted,



Robert Little
Secretary

PERSONNEL REPORT
Approval of the Following Personnel Matters
May 20, 2014

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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Joseph Monroy	Page/\$8.00 hr.	Circulation – Npt	05/22/14
Aidan Dwyer	Page/\$8.00 hr.	Circulation – Npt	05/30/14
Michelle MacDonald	Page/\$8.00 hr.	Circulation – Npt	05/31/14
Jessica Safonte	Page/\$8.00 hr.	Adult Services – Npt	06/02/14

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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Seasonal Pages

Julia Jozefowski	Page/\$8.00 hr.	Youth Services	06/17/14 – 08/15/14
Elizabeth Klonowski	Page/\$8.00 hr.	Youth Services	06/17/14 – 08/15/14
Emma LaBott	Page/\$8.00 hr.	Youth Services	06/17/14 – 08/15/14
Maggie Toolan	Page/\$8.00 hr.	Youth Services	06/17/14 – 08/15/14
Kimberly Washburn	Page/\$8.00 hr.	Youth Services	06/17/14 – 08/15/14
Alyssa Zurawsky	Page/\$8.00 hr.	Youth Services	06/14/14 – 08/15/14

Request for Leave of Absence

Salvatore Rapisardi	Security Guard	Security	06/16/14 – 06/26/14 07/21/14 – 07/24/14 08/18/14 – 08/28/14
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NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY

2014 Additional Library Opening and Closings

East Northport Festival

September 5, 2014 (Friday) East Northport Building Close at 5:00 PM
September 6, 2014 (Saturday) East Northport Building Close all day

Sunday Hours

The library will resume service on Sundays (1:00 PM – 5:00 PM) on September 14, 2014.

Cow Harbor Day Weekend

September 20, 2014 (Saturday) Northport Building Open at 10:00 AM
September 21, 2014 (Sunday) Northport Building Close all day