

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY

Meeting of November 20, 2014

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 Thursday, November 20, 2014.

- I. Chairperson Margaret Hartough called the meeting to order at 10:08am. Also attending were Robert Little, Andrea Gladding, Patricia Flynn, Director James Olney and Assistant Director Nancy Morcerf. Mrs. McGrail was absent with prior notice.

- II. THE PLEDGE OF ALLEGIANCE was recited by those attending.

- III. MINUTES OF PREVIOUS MEETING
Mrs. Flynn moved to approve the minutes of October 16, 2014 as amended, seconded by Mr. Little and unanimously carried.

- IV. FINANCIAL SECRETARY & TREASURER'S REPORT
 - A. Approval of warrants
Mr. Little moved to approve warrant for \$268,007.31, page 3956, seconded by Mrs. Gladding and unanimously carried.
Mrs. Gladding moved to approve warrant for \$186,548.52, page 3957, seconded by Mrs. Flynn and unanimously carried.
Mrs. Flynn moved to approve warrant for \$104,918.59, page 3958, seconded by Mr. Little and unanimously carried.
Mr. Little moved to approve warrant for 859,950.00, page 3959, seconded by Mrs. Gladding and unanimously carried.
Mrs. Gladding moved to approve warrant for \$24,421.20, page 3960, seconded by Mrs. Flynn and unanimously carried.
Mrs. Flynn moved to approve warrant for \$54,283.90, page 3961, seconded by Mr. Little and unanimously carried.

PAYROLL REGISTER

The Board accepted the payroll for the period ending:

October 24, 2014	Page 2117	\$189,025.58
November 7, 2014	Page 2118	\$189,406.64

- B. Review of monthly expenditures
- C. Review of statistical summary

V. COMMUNICATIONS

VI. DIRECTOR' S REPORT

Administration-The issue of clear and effective communication once again evades some staff with personal opinions prevailing over facts. Emphasis has been placed on preventing and correcting misinformation to reduce the damage that is caused when concerns are not addressed.

The support for exam proctoring continues to grow as more students are enrolling in online courses. This service is scheduled through our Branch Librarian, and tests are held in the quiet study room at the East Northport building.

Self-publishing is a booming industry bringing to light many new challenges for public libraries. We continue to focus on strategies to best embrace self-publishing in light of its sheer volume and lack of formal editing and reviews.

Adult and Teen Services-Adult and teen paperbacks are being culled from our patron donations to be sent to the county's jail library. Paperbacks that are donated to the library have many practical uses. Some are distributed at our local train station via our successful Read Ride Return program. However, our Beach Bag Books program has been suspended until next summer providing surplus donations for the county jail.

The 23rd Annual Speaking of Writing Distinguished Author Visit hosted Steve Sheinkin, the celebrated non-fiction author of *Bomb, the Race to Build and Steal the World's Most Dangerous Weapon*. Mr. Sheinkin spoke to over 200 middle school students about his research and writing process. Timing was great since the week prior to his visit, Mr. Sheinkin's most recent book, *The Port Chicago 50: Disaster, Mutiny, and The Fight for Civil Rights*, was named to the short-list for the National Book Award for Young People.

The Suffolk County Police Department K9 Unit was invited to attend the first Teen Advisory Board meeting of the year. Two officers described the care and training involved in working with German Shepherds. After sharing stories about some of the famous cases that dogs helped to solve, everyone was invited outside to see a demonstration of the dog's special skills.

Buildings and Grounds-In preparation of the upcoming winter season, our snow removal equipment is being serviced and ice melt has been ordered.

Shelving has been relocated in the staff areas to accommodate desk reassignments in the Technical Services and Local History areas.

Children and Family Services-Our library is the first public library to join the Reading Specialist Council of Suffolk County which provides a professional forum and network to further the awareness and understanding of literacy issues as they relate to educators and community members. The library's membership will allow a Librarian to attend each of their seven workshops. Attendance will be rotated among the full-time staff based on workshop topics and staff availability.

The Newbery Club hosted George Hagen, author of *Gabriel Finley and the Raven Riddle*, who presented the back story of his work to a group of well-read and articulate students.

Circulation-Two former Library Pages are settling well into the Circulation Department as the newest members of our part time Library Clerk staff. It is so nice to see our junior staff expand their knowledge and advance their careers at the library.

Community Services-The Native American Musicians and Dancers program was co-sponsored with the Northport Arts Collation and entertained 60 patrons.

Fifty patrons attended Fireside Friday which was a musical performance of the Great Italian Songbook. Many of these very popular songs were performed in the original Italian language.

The Red Hot Mamas, an all-female dance troupe ranging in age from 54 to 80, entertained an audience of 92 patrons.

The Friends of the Library have purchased new museum passes to the Nassau County Museum of Art and the New York City Fire Museum.

Network and Systems-Meetings have been held with staff requesting additional computer equipment to prepare budget requests for the next fiscal year. Existing computer equipment will continue to be replaced based on our current replacement plan.

Caller ID information has been enabled to allow for the library name to be displayed by some providers when patrons are called.

VII. 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 "C. Resignations" in the Personnel Report, seconded by Mrs. Flynn and unanimously carried.

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

VIII. PERIOD FOR PUBLIC EXPRESSION

IX. SCLS PROPOSED 2015 OPERATING BUDGET

Mrs. Flynn moved to approve SCLS proposed 2015 Operating Budget, seconded by Mr. Little and unanimously carried.

X. ELECTION OF SCLS BOARD OF TRUSTEE REPRESENTATIVE FOR THE TOWN OF HUNTINGTON

Ballots were distributed to the Board to vote for a SCLS Board of Trustee Representative for the Town of Huntington.

XI. OTHER BUSINESS

Director James Olney shared with the Board that the Northport-East Northport Public Library received a Four-Star Distinction for the seventh year. The Library received a grant from Senator Marcellino, which will be used to purchase new book bins in Northport.

New York State Tax Freeze- In addition to staying below the tax cap for 2015-2016, our patrons will only receive a tax rebate if we also participate in a plan that shows a 1% savings of the total budgets of multiple governmental agencies in a regional Government Efficiency Plan. SCLS is spearheading a plan to see if this is feasible county wide.

XII. DATES OF FUTURE MEETING

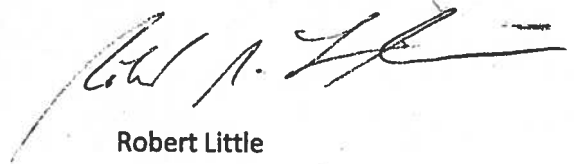
Thursday, December 18, 2014, 10am-Regular Board Meeting

Thursday, January 22, 2014, 10am-Regular Board Meeting

XIII. ADJOURNMENT

Mr. Little moved to adjourn the meeting at 11:57am, seconded by Mrs. Flynn and unanimously carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Robert Little", is written over a horizontal line.

Robert Little

Secretary

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

A. Salary Increase			
<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
B. New Employees			
<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Erick Gordy	PT Librarian I/Step 1	Adult & Teen Svc	11/24/14
Olivia Neumann	Page/\$8.00 hr.	Circulation – NPT	11/24/14
C. Resignations			
<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Lam Nguyen	Guard/\$18.79 hr.	Security	11/18/14
Amara Sarno	Page/\$8.20 hr.	Tech Services	11/25/14
D. Retirement			
<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
E. Other			
<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Promotion			
Kathleen Morris	Senior Library Clerk/Step 12	Adult & Teen Svc	11/24/14
Seasonal Page			
Regina Sammis	Page/\$8.40 hr.	Circulation – NPT	12/12/14 – 01/23/15