

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY

MEETING OF FEBRUARY 19, 2015

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, February 19, 2015.

I. Chairperson Margaret Hartough called the meeting to order at 10:07am. Also attending were Robert Little, Andrea Gladding, Elizabeth McGrail, Georganne White, Attorney Douglas McNally, Director James Olney.

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

III. Mr. McNally administered the Oath of Office to Georganne White.

IV. MINUTES OF PREVIOUS MEETINGS

Mr. Little moved to approve the minutes of January 22, 2015 and February 11, 2015 as amended, seconded by Mrs. Gladding and unanimously carried.

V. FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of Warrants

Mr. Little moved to approve warrant for \$211,644.46, page 3971, seconded by Mrs. Gladding and unanimously carried.

Mrs. Gladding moved to approve warrant for \$154,321.02, page 3972, seconded by Ms. White and unanimously carried.

Ms. White moved to approve warrant for \$66,262.38, page 3973, seconded by Mr. Little and unanimously carried.

Mr. Little moved to approve warrant for \$194,962.85, page 3974, seconded by Mrs. Gladding and unanimously carried.

PAYROLL REGISTER

The Board accepted the payroll for the period ending:

January 30, 2015	Page 2124	\$188,585.04
February 13, 2015	Page 2125	\$193,435.59

B. Review of monthly expenditures

C. Review of statistical summary

VI. COMMUNICATIONS

VII. DIRECTOR'S REPORT

Administration

Plans for the 75th Anniversary of the East Northport Library are well underway. The Northport Chorale will be performing, historical artifacts from the period will be on display, and of course, cake will be served.

We have met with lighting consultants to request a calculation of the potential cost savings to replace the fluorescent lighting fixtures with LED units. Replacements will provide greater energy savings and lower maintenance costs than simply retrofitting the current fixtures with LED bulbs.

The new outdoor media drop that was damaged during shipping has been replaced. These new root-beer-colored bins contrast nicely with the winter-white backdrop of snow piled around them.

Adult and Teen Services

The screening of Billy Crystal's one-man show, 700 Sundays, brought 65 patrons to the library on a Thursday afternoon.

The Veterans Center has been relocated next to the Café in Northport. In addition to brochures and other informational materials, the collection now includes books about veterans benefit's, health, career and more.

Our Adult and Teen Services Department Head serves on the Young Adult Library Services Association (YALSA), a division of the American Library Association (ALA), William C. Morris committee. This committee honors a debut book published by a first-time author writing for teens. This year's award went to Isabel Quintero for her novel, Gabi, a Girl in Pieces.

The monthly Fandom Friday and the Wii Competition programs have become popular teen activities for Friday nights.

Building and Grounds

Snow and ice have been an on-going factors in keeping the buildings safe for patrons and staff.

Interior painting projects have been a focus in Northport. The vestibule, staff corridor, and select areas in Technical Services and Local History have been completed. The Local History office space has been relocated, completing the first phase in our quest to enlarge the Server Room.

Children and Family Services

An educator from Cornell Cooperative Extension set up a Discovery Tank in the Museum Cove to help teach children about local marine life. This program introduced shellfish, hermit crabs, snails, and fish to the attendees. This saltwater aquarium will complement the new Fire Island National Seashore Museum Cove exhibit developed in partnership with the Long Island Maritime Museum.

For the first time, this year's annual Book Mark Contest winners will have their creations published in full color. A reception to honor these budding artists is scheduled for March 24.

Circulation

First at the East Northport Circulation Desk and now expanded to include Northport, a new book promotion has been introduced called Quick Picks. New book titles that have exhausted all local holds are now being highlighted in a display at the Circulation Desks. These Quick Picks provide a small sample of something new to patrons who are checking out other materials.

Community Services

Sergei Gurbelo, Russian-born musician, played a repertoire of pop, swing, jazz, and classical music using a multitude of instruments for an audience of 50 patrons.

The East Northport Middle School returned to the East Northport Library with their annual Musical Revue which packed our fireside area with more than 60 patrons in attendance.

The February newsletter was the first issue printed by the new commercial printer. Not only will they be printing the newsletter, but sorting it by postal carrier route and acting as the mailing agent by delivering the bundles to our two post offices. This process is not only more efficient but will also free up the custodial staff to focus on building responsibilities.

Network and Systems

Following thorough testing of a number of sample computers, configurations were chosen and the majority of computers have been ordered to satisfy our annual replacement plan.

Two upgrades have been performed on the WiFi systems in our buildings to ensure the access points and firewalls are running the most up-to-date software.

VIII. PERSONNEL REPORT

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

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

IX. PERIOD FOR PUBLIC EXPRESSION

X. PROPOSALS FOR LANDSCAPING MAINTENANCE PROGRAM

Mr. Olney provided two proposals for landscaping maintenance for the Northport and the East Northport buildings for the period of March 1, 2015 through February 28 2017.

XI. OTHER BUSINESS

XII. DATES OF FUTURE MEETING

Tuesday, March 24, 2015, 5:30 pm-Regular Board Meeting

Tuesday, March 24, 2015, 7:30pm-Public Information Night

Tuesday, April 14, 2015, 9:00am-9:00pm-Library Vote

Thursday, April 23, 2015, 11:00am-Regular Board Meeting

XII. ADJOURNMENT

Mr. Little moved to adjourn the Regular Meeting at 11:13am, seconded by Mrs. McGrail and unanimously carried.

Respectfully submitted,



Robert Little
Secretary

PERSONNEL REPORT
Approval of the Following Personnel Matters
February 19, 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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Michelle DeNunzio	Café Worker/\$9.25 hr.	Community Services	02/23/15
John Ballarano	Page/\$8.75 hr.	Adult & Teen Services	02/23/15

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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Promotion

Samantha Gross	PT Librarian I/Step 1 * Completion of MLS	Children & Family Svc	01/19/15
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Temporary Appointment

Samantha Gross	FT Librarian I/Step 1	Children & Family Svc	03/02/15 – 05/29/15
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