

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of November 16, 1995

The regular monthly meeting of the Board of Trustees was held on November 16, 1995 in the Northport library.

C. Annette Carr called the meeting to order at 4:30 p.m. in the Library Directors'/Board Meeting Room. Also attending were Ruth McKay, Elizabeth McGrail, Michael Glennon, Stuart Goldblatt, and Assistant Director Eileen Minogue.

Director Stephanie Heineman was absent with prior notice.

Also attending were Douglas McNally, counsel; Todd Harvey, architect; Nick Andreadis, Kristen Tessar and Roger Lisi from Turner Construction; and Michael Conte from ER&M.

EXECUTIVE SESSION

Mrs. McKay moved to convene in executive session to discuss negotiations and matters leading to the appointment of professional contracts and the disposition of real property, seconded by Mr. Goldblatt and unanimously carried.

Mr. McNally informed the Board of the status of the Gildersleeve house; the need for the Town of Huntington's approval of the parking lot at the East Northport site; the need for a variance from the Suffolk County Department of Health for the waste disposal system also at East Northport.

Mr. Andreadis reviewed a Master Schedule and Staff Plan and a General Conditions Monitor with the Board.

Mr. Goldblatt moved to adjourn the Executive Session, seconded by Mr. Glennon and unanimously carried.

Mrs. McKay moved to convene in regular session, seconded by Mrs. McGrail and unanimously carried.

Mr. Goldblatt moved to adjourn the regular session, seconded by Mr. Glennon and unanimously carried.

5:50 p.m. Mrs. McKay moved to go into Work Session to discuss the building project with Beatty Harvey Ass. and Turner Construction Management Company, seconded by Mr. Goldblatt and unanimously carried.

Mr. Harvey reviewed preliminary building plans for the Northport and East Northport buildings.

6:45 p.m. Mr. Glennon moved to adjourn the Work Session, seconded by Mrs. McGrail and unanimously carried.

REGULAR MEETING 7:00

MINUTES OF PREVIOUS MEETING

Mrs. McKay moved to accept the minutes of October 19, 1995 as amended, seconded by Mr. Goldblatt and unanimously carried.

FINANCIAL SECRETARY & TREASURER'S REPORT

Mr. Goldblatt moved to approve warrant for \$103,860.38, page 2384, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$48.98, page 2385, seconded by Mr. Glennon and unanimously carried.

Mr. Glennon moved to approve warrant for \$98,461.01, page 2386, seconded by Mrs. McKay and unanimously carried.

Mrs. McKay moved to approve warrant for \$97,356.67, page 2387, seconded by Mr. Goldblatt and unanimously carried.

The Board accepted the payroll for the period ending:

October 20, 1995	page 1496	\$92,256.62
November 2, 1995	page 1497	5,162.13
November 3, 1995	page 1498	88,473.03

COMMUNICATIONS

Communications were received from:

Mr. & Mrs. Andrew Connelly enclosing a check for \$25.00 toward the Peter McLaughlin memorial fund.

Trustee Stuart Goldblatt from Italy.

Mary Barnikel thanking the Board for their gift on the occasion of her retirement.

Marilyn Foodim from Turkey.

Jacqueline Reed submitting her resignation as of 1/30/96.

James P. Nolan, Sr. thanking the Board for their hard work getting the building plan approved.

Judy Quarry requesting a leave of absence for the week of 12/23/95 through 12/31/95.

Myrna L. Weyant submitting her resignation as of 11/11/95.

James S. Sanders, Director Private Sector Unit, County of Suffolk, thanking the library for sending copies of the publication "Searching for a Job? Start at Your Library."

DIRECTOR'S REPORT

Assistant Director Eileen Minogue gave the Director's Report.

Patrons have been concerned about the oak tree in front of the East Northport Library. The tree has been examined and determined to be dead by the Huntington Department of Parks and an independent tree service. The branches will be "clipped" for safety purposes. The trunk will remain until construction on the new library is started.

Director'S Report (cont.)

Many middle school students have visited the library and are researching mathematics; The Migration Committee has been working on finalizing the database merge criteria, as well as Galaxy library profiles to migrate to the Innovative System; The Director attended the Directors' Meeting where "Netscope" graphical interface to Suffolknnet was demonstrated. The 1995 N.Y.S. Trustee Handbook has been distributed; The cooperative county-wide voice telephone with SCLS, NYNEX and BOCES was discussed and will allow free calls between libraries.

The Staff Implementation Team leaders have been meeting with the architects. They were involved in the building program at an early stage and shared ideas for patron needs and program requirements. The architects have expressed appreciation for the way it has been handled. The staff has risen to the occasion.

PERSONNEL REPORT

Mr. Glennon moved to approve "A" Salary Increases in the Personnel Report as follows:

Meagan Cavanaugh, Page/Step 2, Reference-Npt, 11/18/95; Magda Pearlman, Page/Step 7, Reference-Npt, 11/20/95; Renee Perry, Page/Step 2, Reference-Npt, 11/18/95; Joseph Davino, Page/Step 2, Reference-EN, 11/30/95, seconded by Mrs. McKay and unanimously carried.

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

Victoria Forgione, P-T Lib. Clerk/Step 1, Circulation, 10/16/95; Mahbooba Omarkheil, Page/Step 1, Reference-EN, 10/26/95; Laurie Homan, P-T Lib. Clerk/Step 1, Circulation, 10/16/95; seconded by Mr. Goldblatt and unanimously carried.

Mr. Goldblatt moved to approve "C" Resignations of the Personnel Report as follows:

Jaclyn Henneberry, Page/Step 3, Reference-Npt, 10/30/95; Myrna Weyant, P-T Lib./Step 12, Reference, 11/10/95, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve "D" Retirement of the Personnel Report as follows:

Jacklyn Reed, Prin. Lib. Clerk/Step 20, Circulation-EN, 1/30/96, seconded by Mr. Goldblatt and unanimously carried.

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

Patricia Van Loon, P-T Lib. Trainee/Step 2, (Transfer from Lib. Clerk to Lib. Trainee) Childrens, 11/2/95.

OLD BUSINESS

Mr. Glennon moved to approve the SCLS 1996 Budget dated October 4, 1995, seconded by Mrs. McKay and unanimously carried.

Irving Toliver's name was proposed as a candidate to represent all the public libraries in the Town of Huntington as a Suffolk Cooperative Library System Board Trustee. A meeting will be held on Thursday November 30, 1995 at 8:15 at the Harborfields Public Library to caucus and nominate a Trustee to fill the new three year term.

BUILDING PROGRAM

CONTRACT WITH BEATTY HARVEY ASSOCIATES

Mr. Glennon moved that the Director be authorized to execute the proposed contract with Beatty Harvey Associates for architectural services for a total contract price of \$625,100.00 subject to clarification of the amount of and extent of insurance to be provided. The Director is requested to consult with the Library's insurance agent and counsel to assist in negotiating the insurance terms, seconded by Mr. Goldblatt and unanimously carried.

CONTRACT WITH TURNER CONSTRUCTION

Mr. Goldblatt moved that the Director be authorized to execute the proposed contract for construction management consulting services with Turner Construction for \$336,380.00 subject to clarification of the amount of and extent of insurance to be provided. The Director is requested to consult with the Library's insurance agent and counsel to assist in negotiating the insurance terms.

The contract with Turner shall provide that the services to be provided by ER & M Inc. for the next two years at \$8,000.00 per year shall be paid by Turner Construction for the first year and by the Trustees in the second year, seconded by Mrs. McGrail and unanimously carried.


DATE OF NEXT REGULAR MEETING

December 21, 1995 at 4:00 p.m.

ADJOURNMENT

Mr. Goldblatt moved to adjourn the meeting at 8:00 p.m., seconded by Mrs. McKay and unanimously carried.

Respectfully submitted,


for Ruth McKay
Secretary