

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of July 20, 2000

The Annual Reorganizational Meeting of the Board of Trustees of the Northport-East Northport Public Library was held on Thursday, July 20, 2000 in the Community Room of the Northport Public Library.

Michael Glennon called the meeting to order at 5:15 p.m. Also attending were William Martin, Ruth McKay, Elizabeth McGrail, Director Stephanie Heineman and Assistant Director Eileen Minogue.

C. Annette Carr was absent with prior notice.

The Oath of Office will be given to Mrs. Carr by Library Counsel Douglas McNally prior to July 31, 2000.

REORGANIZATION OF BOARD

Mrs. McKay moved to re-elect Michael Glennon Chairperson, seconded by Mrs. McGrail and unanimously carried.

Mrs. McKay moved to re-elect Mrs. McGrail Vice-Chairperson, seconded by Mr. Martin and unanimously carried.

Mrs. McKay moved to elect Mr. Martin Secretary, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to elect Mrs. McKay Financial Secretary & Treasurer, seconded by Mr. Martin and unanimously carried.

PERSONNEL COMMITTEE:

Mrs. McKay moved to elect Mr. Martin Chairperson of the Personnel Committee and Mrs. Carr, Mrs. McKay, Mrs. McGrail and Mr. Glennon members of the Personnel Committee, seconded by Mrs. McGrail and unanimously carried.

DESIGNATION OF PERSON AND ALTERNATE CERTIFIED TO SIGN PAYROLL AND SUPPLEMENTARY WARRANTS

Mrs. McGrail moved to designate Stephanie Heineman and Eileen Minogue, alternate, certified to sign payroll and Supplementary Warrants, seconded by Mr. Martin and unanimously carried.

APPROVAL OF EMERGENCY PAYMENT OF WARRANTS

Upon a motion by Mr. Martin, seconded by Mrs. McKay, the Board unanimously authorized the payment of usual and necessary bills when a quorum of the Board is unavailable upon approval of two Board members, and the Board of Trustees shall ratify the approval of the voucher itemizing such expenditures at the next scheduled monthly meeting.

APPROVAL OF NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY INVESTMENT POLICY, JULY 1, 2000 - JUNE 30, 2001

Mrs. McKay moved to approve the Investment Policy July 1, 2000-June 30, 2001, seconded by Mrs. McGrail and unanimously carried.

APPROVAL OF DEFERRED COMPENSATION AND AMOUNT FOR 2000/2001 FISCAL YEAR

Mrs. McGrail moved to approve Deferred Compensation in the amount of \$50,000. for 2000/2001 fiscal year, seconded by Mr. Martin and unanimously carried.

SCHEDULE OF HOLIDAY OPENINGS AND CLOSINGS

Mr. Martin moved to adopt 2001 Schedule of Holiday Openings & Closings, seconded by Mrs. McKay and unanimously carried.

ANNUAL LIBRARY VOTE AND TRUSTEE ELECTION

Mrs. McKay moved to approve Tuesday, April 3, 2001 as the date of the Annual Library Vote and Trustee Election, seconded by Mrs. McGrail and unanimously carried.

APPROVAL OF THE CLERK OF THE ANNUAL VOTE

Mrs. McGrail moved to approve Claire Sarser, Clerk of the Annual Vote, seconded by Mr. Martin and unanimously carried.

APPROVAL OF DESIGNATION OF THE OBSERVER AND THE RECORD AS THE OFFICIAL NEWSPAPERS FOR THE PUBLICATION OF LEGAL MATTERS

Mr. Martin moved to approve The Observer and The Record as the official newspapers for the publication of Legal Notices, seconded by Mrs. McKay and unanimously carried.

APPROVAL OF GRABER & COMPANY TO PERFORM ANNUAL FINANCIAL AUDIT

Mrs. McGrail moved to approve Graber & Company to perform Annual Financial Audit, seconded by Mr. Martin and unanimously carried.

APPROVAL OF VOLLMER-ADAIR AGENCY, INC. TO MANAGE INSURANCE PROGRAM

Mrs. McGrail moved to approve Vollmer-Adair Agency, Inc. to manage insurance program, seconded by Mr. Martin and unanimously carried.

APPROVAL OF FIXED ASSET ITEM WITHDRAWALS

(as attached)

Mr. Martin approved Fixed Asset Item Withdrawals, seconded by Mrs. McKay and unanimously carried.

APPROVAL OF STEPHANIE HEINEMAN AS RECORDS ACCESS OFFICER 2000/2001

Mrs. McGrail moved to approve Stephanie Heineman as Records Access Officer 2000/2001, seconded by Mr. Martin and unanimously carried.

APPROVAL OF CLAIRE SARSER MANAGEMENT OFFICER 2000/2001

Mr. Martin moved to approve Claire Sarser as Records Management Officer 2000/2001, seconded by Mrs. McKay and unanimously carried.

SCHEDULE OF 2000/2001, BOARD MEETINGS

Mrs. McKay moved to approve Schedule of 2000/2001 Board Meetings, seconded by Mrs. McGrail and unanimously carried as follows:

Thursday, August 17, 2000	10:00 a.m. (Financial only)
Thursday, September 21, 2000	To be announced
Thursday, October 19, 2000	To be announced
Thursday, November 16, 2000	To be announced
Thursday, December 21, 2000	To be announced

Thursday, January 18, 2001	To be announced
Thursday, February 15, 2001	To be announced
Tuesday, March 13, 2001	To be announced
Public Hearing	
Thursday, March 15, 2001	To be announced
Tuesday, April 3, 2001	9:00 a.m. - 9:00 p.m.
Library Vote & Election of Trustees	
Thursday, April 19, 2001	To be announced
Thursday, May 17, 2001	To be announced
Thursday, June 21, 2001	To be announced

Seconded by Mrs. McGrail and unanimously carried.

ADJOURNMENT

Mrs. McGrail moved to adjourn at 5:10 p.m., seconded by Mr. Martin and unanimously carried.

Respectfully submitted,



William Martin
Secretary