

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of Thursday, September 16, 2010 Approved

The regular monthly meeting of the Northport-East Northport Library was held on Thursday, September 16, 2010 in the Board Conference Room of the Northport library.

1) CALL TO ORDER

Andrea Gladding called the meeting to order at 10:18 AM. Also attending were Robert Little, Elizabeth McGrail, Patricia Flynn, Director Eileen Minogue and Assistant Director James Olney.

Ruth McKay was absent with prior notice.

2) MINUTES OF PREVIOUS MEETING

Mr. Little moved to approve the Reorganizational Meeting minutes of July 15, 2010 and the Regular Meeting minutes of July 15, 2010, seconded by Mrs. McGrail and unanimously carried.

3) FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of warrants

Mrs. McGrail moved to approve warrant for \$ 303,910.52, page 3769, seconded by Mrs. Flynn and unanimously carried.

Mrs. Flynn moved to approve warrant for \$ 103,159.25, page 3770, seconded by Mr. Little and unanimously carried.

Mr. Little moved to approve warrant for \$ 365,738.81, page 3771, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve warrant for \$ 280,853.72, page 3772, seconded by Mrs. Flynn and unanimously carried.

Mrs. Flynn moved to approve warrant for \$ 86,508.83, page 3773, seconded by Mr. Little and unanimously carried.

Mr. Little moved to approve warrant for \$ 193,693.96, page 3774, seconded by Mrs. McGrail and unanimously carried.

The Board accepted the payrolls for period ending:

July 23, 2010	Page 2003	\$ 193,204.15
August 06, 2010	Page 2004	190,357.85
August 20, 2010	Page 2005	186,876.58
September 03, 2010	Page 2006	188,716.29

B. Review of monthly expenditures

Mr. Little moved to update the signatures for conducting business with HSBC Bank, seconded by Mrs. Flynn and unanimously carried.

Mrs. McGrail moved to update the signatures for conducting business with First National Bank of Long Island, seconded by Mrs. Flynn and unanimously carried.

4) COMMUNICATIONS

A letter was received from Erin McNally resigning from the library as a full-time library trainee and thanking the library for a stimulating, caring and inspiring environment to work in.

5) DIRECTOR'S REPORT

The Director's report was given orally. In addition to the packet mailed in advance the report contained the following library service area highlights:

The extreme summer of 2010 was a banner year because of the high heat and down economy coupled with the August 3rd opening of the new Northport Teen Center. All Departments contributed 110 % toward many achievements including:

- ___ Circulation of more than 2,500 on one day alone, June 28.
- ___ 1,486 children registered in the Summer Reading Club and 108 individual programs during the 7½ weeks.
- ___ New teen computers installed in both libraries with an all time usage of 70,788. An increase of 172% in the last two years.
- ___ A record number of 232 teen volunteers, some of whom helped Client Services outreach on two Family Fun Nights in Northport Village.
- ___ The dismantling of the computers and opening of the lower level Quiet Study Room in Northport.
- ___ The hosting of two interns, one a Long Island resident for Reference and Readers' Advisory, and one from Germany for an "experiential learning" internship.
- ___ Part II initiation of deselection and discarding items to reconfigure the Media shelving to improve space and lighting for patrons.
- ___ Participation in the patron-initiated first New York Patriot Week (Sept. 11-17) to revive our appreciation of American history.

_____ The library is proud to support the Head of Youth Services Doris Gebel's candidacy for President of the prestigious United States Board on Books for Young People in 2012 and participation in the IBBY Congress to be held in London.

_____ Deserved professional recognition is extended to Bob Little on his newly published book **SNAPSHOTS IN TIME: TALES OF OUR COMMUNITY** which will be the topic of a November 9, 2010 program at the Northport Library.

_____ A promotional kit has been ordered and demonstrations will be provided for Live-brary.com website on September 21.

_____ The September 9, 2010 article in the Times of Northport reported "Your one-stop digital branch for MP3s, movies and more" that Suffolk County library cardholders have available to them

6) PERSONNEL REPORT

Mr. Little moved to approve "A Salary Increase" in the Personnel Report, seconded by Mrs. McGrail and unanimously carried.

Mrs. McGrail moved to approve "B New Employees" in the Personnel Report, seconded by Mrs. Flynn and unanimously carried.

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

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

PERSONNEL REPORT ADDENDUM

Mrs. McGrail moved to approve "B New Employees" in the Personnel Report Addendum, seconded by Mrs. Flynn and unanimously carried. One page attached

7) PALS BYLAWS PROPOSED REVISIONS

Mrs. Flynn moved to approve the proposed revisions of the Suffolk Cooperative Library System PALS Bylaws, seconded by Mr. Little and unanimously carried.

8) UNFINISHED BUSINESS

There has been no progress on the situation the Library reported to the Town of Huntington Parks Department concerning the dangerous situation during the baseball games in the park adjacent to the East Northport Library caused by baseballs going over the fence and hitting cars and the possibility of injuring residents.

9) DATES OF FUTURE MEETINGS

Thursday, October 14, 2010	10:00 AM	Regular Board Meeting
Thursday, November 18, 2010	10:00 AM	Regular Board Meeting

10) MOTION TO CONVENE IN EXECUTIVE SESSION TO DISCUSS STAFF CONTRACT

Mr. Little moved to leave the Regular Meeting and convene in Executive Session to discuss the staff contract, seconded by Mrs. McGrail and unanimously carried.

11) ADJOURNMENT

Mrs. Flynn moved to leave the Executive Session, return to the Regular Meeting and adjourn at 12:37 AM , seconded by Mrs. McGrail and unanimously carried.

Respectfully submitted,



Patricia Flynn
Secretary

PERSONNEL REPORT
Approval of the Following Personnel Matters
September 16, 2010

A. Salary Increase

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Suzanne Voizard	Page/Step 6	Adult Services – EN	08/31/10

B. New Employees

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Justin Ladick	Security Guard/Step 1	Security	09/17/10

C. Resignations

<u>Name</u>	<u>Position & Grade/Step</u>	<u>Department</u>	<u>Effective Date</u>
Erin McNally	Librarian Trainee/27 Credits	Youth Services	08/13/10
Thomas Kennedy	Page/Step 1	Computer Services	08/02/10
Ashley Trainor	Page/Step 7	Adult Services – EN	08/17/10
Cathyjean VanDyke	Page/Step 5	Youth Services – Npt	08/19/10
Jessica Luning	Page/Step 7	Adult Services – EN	08/30/10
Justine Rotondo	Page/Step 8	Adult Services – Npt	09/03/10

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>
Change of Status Suzanne Voizard	Page/Step 6 (presently Seasonal Page)	Adult Services – EN	08/31/10

**PERSONNEL REPORT
ADDENDUM**

Approval of the Following Personnel Matters
September 16, 2010

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>
Amy Abella	PT Librarian I/Step 4	Youth Services	09/18/10
Kimberly Tiffany	PT Librarian I/Step 2	Youth Services	09/18/10

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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