

NORTHPORT-EAST NORTHPORT PUBLIC LIBRARY
Meeting of February 15, 2012 Approved

The regular meeting of the Board of Trustees of the Northport-East Northport Public Library was held on February 15, 2012 in the Northport Library Conference Room.

1) CALL TO ORDER

Chairperson Robert Little called the meeting to order at 10:05 AM. Also attending were Andrea Gladding, Elizabeth McGrail, Margaret Hartough, Patricia Flynn, Director Eileen Minogue and Assistant Director James Olney.

2) PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by those attending the meeting.

3) MINUTES OF PREVIOUS MEETINGS

Mrs. Gladding moved to approve the minutes of January 19, 2012 as amended, seconded by Mrs. McGrail and unanimously carried.

4) FINANCIAL SECRETARY & TREASURER'S REPORT

A. Approval of warrants

Mrs. McGrail moved to approve warrant for \$ 202,608.23, page 3832, seconded by Mrs. Hartough and unanimously carried.

Mrs. Hartough moved to approve warrant for \$ 89,327.57, page 3833, seconded by Mrs. Gladding and unanimously carried.

Mrs. Gladding moved to approve warrant for \$271,705.51, page 3834, seconded by Mrs. McGrail and unanimously carried.

The Board accepted the payrolls for the period ending:

January 20, 2012	Page 2044	\$ 191,154.86
February 03, 2012	Page 2045	193,055.30

B. Review of monthly expenditures

C. Review of statistical summary

D. Acceptance of New York State Annual Report for Public and Association Libraries – 2011.

Mrs. Gladding moved to accept the New York State Annual Report for Public and Association Libraries – 2011, seconded by Mrs. McGrail and unanimously carried.

5) COMMUNICATIONS

6) 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:

Director's Report (continued)

Accounting - Our annual New York State Insurance Fund audit was conducted successfully.

Administration - Administration held its second Annual Guard Meeting with the Security Staff and Supervisor to renew policies and procedures.

A meeting was held with our library architect to finalize the schedule for the façade and sidewalk modification project. Bid notices will appear February 17, 2012 with a project start date of April 16, 2012.

Adult Services - The library will be participating in the Suffolk County "Partners in Preparedness" Program which offers Fire Rescue and Emergency Services for People with Disabilities.

The library is the last source for patrons to obtain any tax forms and instruction manuals as well as our popular AARP Tax Aid.

Buildings & Grounds - The new display frames with colorful posters were hung in the East Northport Teen Center which attracted much attention and helps define the young adult space.

Circulation - The 20 hour East Northport position, to address the recent staff resignations, has provided the opportunity for part-timers who are regularly scheduled at East Northport to work with our Northport staff and patrons.

Community Services - Our Fireside Friday Program at East Northport hosted the Northport Middle School musicians to the delight of 75 patrons who prefer the ambiance of the fireside setting to a meeting room even as the attendance outgrows the space.

East Northport - Our Outreach Librarian took the initiative to tour the operation of New York Public Library's Andrew Heiskell Braille and Talking Book Library which is now serving our patrons.

Network & Systems - A Freading demonstration was arranged for the staff to learn about this new ebook lending service.

PALS/Tech Services - Extensive staff training on ordering through BRODART was conducted.

To improve patron service, changes were made in the processing of prepaid items as well as multi-disc DVD series sets.

Youth Services - The Chess Club is so popular it is outgrowing the Museum Cove Space. This program not only teaches chess to children it incorporates our teens as volunteers. Staff attended the presentation "Supporting Families Through Wakanheza: Strategies to Create Welcoming Environments and Defuse Stressful Situations in Public Places" which we will pursue as a great EAP/Workplace Violence Prevention Program topic. The Teen Advisory Board Program welcomed a Little Shelter animal rescue representative with her dog to educate teens about responsible pet ownership, the dangers of puppy mills and how to help the Shelter with donations. The filming of the library's participation in the Drug and Alcohol Taskforce appears in "Something of Substance," a Video Magazine of Suffolk County Health Department's Division of Community Mental Hygiene.

7) PERSONNEL REPORT

There are no personnel changes this month.

8) APPROVAL TO PRESENT LIBRARY BUDGET 2012/2013 TO THE COMMUNITY ON APRIL 3,2012

Mrs. McGrail moved to approve presenting the 2012/2013 Library Budget to the community on April 3, 2012, seconded by Mrs. Hartough and unanimously carried.

9) PERIOD FOR PUBLIC EXPRESSION

10) PROPOSALS FOR LANDSCAPE MAINTENANCE PROGRAM
03/01/12 – 02/28/14

The Library Board of Trustees discussed the proposals for landscaping maintenance for the Northport Library building and the East Northport Library building for the period of March 1, 2012 through February 28, 2014.

The compilation of these figures is as follows:

	Everything <u>Green</u>	<u>Brothers II</u>	<u>K-Clement</u>
Northport Landscape Maintenance (monthly)	600.00	568.00	544.00
East Northport Landscape Maintenance (monthly)	300.00	262.00	244.00

11) SEQRA DETERMINATION FOR THE INTERIOR RENOVATION AT THE EAST NORTHPORT PUBLIC LIBRARY

Mrs. Gladding:

Resolved that the Board of Trustees of the Northport-East Northport Public Library, acting as lead agency, and after review of the action proposed as detailed in the plans of Beatty, Harvey, Coco Architects, LLP dated July 25, 2011 under the terms of 6NYCRR – 617.5 and the opinions provided by its counsel hereby determines that the proposed project for the renovation and conversion of 400 sf of storage space to office space at the existing library at Larkfield Road, East Northport is a Type II Action pursuant to 6 NYCRR Part – 617.5 © (7) and (8) of the implementing regulations of the State Environmental Quality Review Act and will, therefore, by definition, have no significant adverse upon the environment.

Seconded by Mrs. McGrail and unanimously carried.

12) UNFINISHED BUSINESS
NYS PROPERTY TAX LEVY CAP

An article in The Observer, January 19, 2012 on how the Northport Village Board of Trustees handled the enactment of the 2012-2013 Northport Village budget was discussed.

MTA TAX

An article in Newsday, Wednesday, February 8, 2012 which stated “Last December Governor Cuomo and lawmakers cut the percentage of the tax to 0.23 percent for payrolls below \$ 1.75 million, and to zero for those below \$ 1.25 million” was discussed.

13) OTHER BUSINESS

14) DATES OF FUTURE MEETINGS

Tuesday, March 13, 2012	6:00 PM	Regular Board Meeting
Tuesday, March 13, 2012	7:30 PM	Public Information Night
Tuesday, April 3, 2012	9:00 AM -9:00 PM	Library Vote
Thursday, April 19, 2012	10:00 AM	Regular Board Meeting

15) ADJOURNMENT

Mrs. McGrail moved to adjourn at 11:37 PM, seconded by Mrs. Hartough and unanimously carried.

Respectfully submitted,

Elizabeth A McGrail

Elizabeth McGrail
Secretary