

Approved

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held February 17, 2005 at
Elwood Public Library, East Northport, NY**

Present

Cheryl Gabrielli, President
Marla Grossman, Secretary
Susanne Lercher, Finance Officer

Absent

Randall Koster, Vice-President
Jacquelyn Flad, Trustee

Also present: Michael Squillante, Library Director, Elwood Public Library District, Lisa Diana, Account Clerk, and members of the Elwood community.

Call to Order

Cheryl Gabrielli called the meeting to order at 7:30 pm. with a quorum present. The Pledge of Allegiance was recited.

Approval of Minutes – January 20, 2005

There was a motion to approve the minutes as presented. (Grossman, Lercher; unanimous)

Agenda

There was a motion to adopt the agenda.
(Lercher, Grossman; unanimous)

Financial Report

Ms. Lercher presented the financial reports and warrants.

There was a motion to approve payment of expenditures (Schedule 2) in the amount of \$27,671.11 from the Operating Fund.

(Grossman, Lercher; unanimous)

There was a motion to approve payment of expenditures (Schedule 3) in the amount of \$388.38 from the Director's Contingency Account.

(Lercher, Grossman; unanimous)

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$16,498.29 covering operating costs and materials fees.

(Grossman, Lercher; unanimous)

There was a motion to approve payment of payroll costs (Schedule 5) in the amount of \$27,587.51.

(Lercher, Grossman; unanimous)

Personnel Report

There was a motion to approve the personnel report as submitted by the Library Director.
(Lercher, Grossman; unanimous)

Statistical Summary

A report of circulation statistics was presented.

Staff Reports

Children's Services

Jackie Carone, Children's Services Librarian, prepared a monthly report for review.

Adult Reference

Belle Baxter, Adult Reference Librarian, prepared a monthly report for review.

Director's Report

Michael Squillante presented his report to the Elwood Public Library District Board. Topics discussed included: (1) the Library newsletter (2) Legislative activities (3) Community survey (4) Library Vote.

Committee Reports

The Facilities Committee reported that it had met and discussed common goals. The Director has been asked to provide information for their next meeting.

Old Business

None

New Business

Approval of Vote Worker

There was a motion to approve election workers for the Library Budget Vote and Trustee Election. (Grossman, Lercher; unanimous)

Proposed Budget

There was a motion to approve the proposed budget in the amount of \$1,197,390.00 for 2005-2006. (Grossman, Lercher; unanimous)

Patron Survey

The Director presented the results of the community survey taken during January, 2005.

Period for Public Expression

None

Other Business

The President of the Friends of the Library gave an update on that group's activities.

The next Board meeting will be held on Thursday, March 17, 2005, at 7:30 pm.

The Board was reminded that there will be a Public Information Session regarding the Annual Budget Vote and Trustee Election on March 23, 2005 at 7pm.

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:00 pm. (Grossman, Lercher; unanimous)

Respectfully submitted

Marla Grossman
Secretary