

Unapproved

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held July 21, 2005 at
Elwood Public Library, East Northport, NY**

Present

Cheryl Gabrielli, President
Randall Koster, Vice-President
Jacquelyn Flad, Trustee
Susanne Lercher, Finance Officer
Marla Grossman, Secretary

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

Call to Order

Ms. Gabrielli called the meeting to order at 7:36 pm. with a quorum present. The Pledge of Allegiance was recited.

Swearing in of New Trustees

The Oath of Office was administered to Ms. Gabrielli and Ms. Grossman.

Election of Officers

Ms. Gabrielli was nominated and elected to the office President. (Koster, Lercher; unanimous)

Mr. Koster was nominated and elected to the office of Vice-President. (Flad, Grossman; unanimous)

Ms. Lercher was nominated and elected to the office of Finance Officer. (Grossman, Koster; unanimous)

Ms. Grossman was nominated and elected to the office of Secretary. (Lercher, Koster; unanimous)

Approval of Minutes – June 16, 2005

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

Correspondence

Letters from SCLS and Douglas McNally, and a letter to Mr. Kaszubski were reviewed.

Agenda

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

Financial Report

Mr. Squillante and Ms. Lercher presented the financial reports and warrants.

There was a motion to approve payment of expenditures (Schedule 2) in the amount of \$31,891.71 from the Operating Fund.

(Koster, Grossman; unanimous)

There was a motion to approve payment of expenditures (Schedule 3) in the amount of \$604.79 from the Director's Contingency Account.

(Grossman, Koster; unanimous)

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$12,108.70 covering operating costs and materials fees.

(Flad, Koster; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$32,232.03. (Grossman, Koster; 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. Circulation continues to increase.

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) Newsletter (2) Summer Reading Clubs (3) Personnel (4) Library Activity (5) SCLS Trustee Vacancy (6) Annual Audit

Committee Reports

The Facilities Committee will meet on Thursday, July 28.

Old Business

The previous motion to appoint a Real Estate Consultant was withdrawn.

New Business

2005-2006 Calendar

There was a motion to approve the 2005-2006 calendar of meeting and other important dates. (Lercher, Koster; unanimous)

Official Designations

There was a motion to appoint Baldessari and Coster, LLP as the library's auditor, Douglas McNally as legal counsel, *The Long Islander* and *Record* as newspapers of record, and North Fork Bank as primary banking institution. (Flad, Koster; unanimous)

Period for Public Expression

None

Other

The next Board meeting will be held on Thursday, August 18, 2005, at 7:30 pm.

Executive Session

None

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:10 pm. (Lercher, Grossman; unanimous)

Respectfully submitted

Marla Grossman
Secretary