

Unapproved

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held September 29, 2005 at
Elwood Public Library, East Northport, NY**

Present

Cheryl Gabrielli, President
Randall Koster, Vice-President
Jacquelyn Flad, Trustee
Marla Grossman, Secretary

Absent

Susanne Lercher, Finance Officer

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

Call to Order

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

Presentation of Annual Audit

Mr. Al Coster of Baldessari & Coster, LLP, presented the independent auditor's report for the Elwood Public Library 2004-2005 fiscal year. There were no recommendations for improvement at this time. The auditor's report will be placed on the Elwood Public Library website pending official Board approval.

Approval of Minutes – August 18, 2005

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

Agenda

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

Correspondence

Invitations to the SCLS Trustee Workshop were reviewed.

Financial Report

Mr. Squillante presented the financial reports and warrants.

There was a motion to approve payment of expenditures (Schedule 2) in the amount of \$15,731.05 from the Operating Fund.

(Koster, Grossman; unanimous)

There was a motion to approve payment of expenditures (Schedule 3) in the amount of \$448.16 from the Director's Contingency Account.

(Flad, Koster; unanimous)

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$19,185.18 covering operating costs and materials fees.

(Grossman, Flad; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$36,660.68. (Koster, Grossman; unanimous)

Personnel Report

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

Statistical Summary

A report of circulation statistics was presented. Circulation continues to increase dramatically.

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) Facility/signage (2) Personnel (3) Library circulation (4)Trustee Workshop (5) Legislative visits.

Committee Reports

None

Old Business

None.

New Business**Acceptance of Audit**

There was a motion to accept the independent auditor's report. (Grossman, Koster; unanimous)

Long Range Plan

There was a motion to approve the Long Range Plan as submitted by the Library's Director. (Koster, Grossman; unanimous)

Ms. Lercher joined the meeting at this time.

Application for Library Registration

There was a motion to approve the application for Library Registration as presented. (Lercher, Koster; unanimous)

Petition and Resolution to Amend and Make Absolute a Public Library Charter

There was a motion to approve the petition and resolution to amend the library's charter and to request the Board of Regents to make our charter, as amended, absolute. (Koster, Lercher; unanimous)

Library Charter Application

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

Period for Public Expression

None

Other

The next Board meeting will be held on October 20, 2005, at 7:30 pm.

Executive Session

None

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:30 pm.
(Lercher; unanimous)

Respectfully submitted

Marla Grossman
Secretary