

Approved

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held January 19, 2006 at
Elwood Public Library, East Northport, NY**

Present

Cheryl Gabrielli, President
Randall Koster, Vice-President
Susanne Lercher, Finance Officer
Marla Grossman, Secretary
Jacqueline 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

Ms. Gabrielli called the meeting to order at 7:31 pm. with a quorum present. The Pledge of Allegiance was recited.

Approval of Minutes – December 15, 2005

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

Agenda

Mr. Squillante requested that the agenda be amended to include an item under new business regarding consideration of a new form: Request for Reconsideration of Library Materials.

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

Correspondence

Ms. Gabrielli discussed a letter she had received from SCLS regarding the status of the Director's Selection process.

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 \$23,473.41 from the Operating Fund. (Flad, Grossman; unanimous)

There was a motion to approve payment of expenditures (Schedule 3) in the amount of \$13.66 from the Director's Contingency Account. (Lercher, Koster; unanimous)

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$10,585.35 covering operating costs and materials fees. (Lercher, Flad; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$36,060.76. (Grossman, Koster; unanimous)

Personnel Report

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

Statistical Summary

The Director reviewed the updated circulation statistics.

Staff Reports

Children's Services

Jackie Carone, Children's Services
review.

Librarian, prepared a monthly report for

Adult Reference

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

Technical and Young Adult Services

Moira Flynn, Technical Services 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) Personnel (2) Sunday openings (3) Permanent Charter (4) Administrative and Professional Activities

Committee Reports

Ms. Grossman and Mr. Koster reported on the activities of the Facilities Committee: Members of the committee and the Director visited the Babylon Public Library for a tour of their nearly complete renovation and addition project. The Committee will be visiting the Art League of Long Island for a building tour, and a visit to the Bayport-Blue Point Library will be scheduled shortly. A letter is being sent to the School District requesting information about the vacant Boyd School property.

Old Business

Purchase of Laptops

There was a motion to approve the purchase of six laptops at a cost not to exceed \$6000. (Flad, Lercher; unanimous)

New Business

A. Notice of Special District Meeting

There was a motion to approve the Notice of Special District Meeting. (Flad, Lercher; unanimous)

B. Trustee Petition

There was a motion to approve the form for Trustee Petition. (Koster, Lercher; unanimous)

C. Clerk of the Vote

There was a motion to appoint Carlene Granieri as Clerk of the Vote. (Flad, Grossman; unanimous)

D. Assistant Clerks of the Vote

There was a motion to appoint Michael Squillante and Lisa Diana as Assistant Clerks of the Vote. (Lercher, Koster; unanimous)

E. Deferred Compensation Plan Wire Transfers

There was a motion to approve wire transfers to the NYS Deferred Compensation Plan. (Lercher, Flad; unanimous)

F. Request for Reconsideration of Library Materials

There was a motion to approve the form: Request for Reconsideration of Library Materials. (Lercher, Grossman; unanimous)

Period for Public Expression

None

Other

The next Board meeting will be held on Thursday, February 16, 2006, at 7:30 pm.

Executive Session

None

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:32 pm.
(Grossman; unanimous)

Respectfully submitted,

Marla Grossman
Secretary