

Approved

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
of the  
ELWOOD PUBLIC LIBRARY DISTRICT  
held February 16, 2006 at  
Elwood Public Library, East Northport, NY**

**Present**

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

**Absent**

Susanne Lercher, Finance Officer

**Also present:** Michael Squillante, Library Director, Elwood Public Library District; Lisa Diana, Account Clerk.

**Call to Order**

Ms. Gabrielli called the meeting to order at 7:32 pm. with a quorum present. The Pledge of Allegiance was recited.

**Approval of Minutes – January 19, 2006**

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

**Agenda**

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

**Correspondence**

None

**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 \$27,836.31 from the Operating Fund. (Koster, Flad; unanimous)

There was a motion to approve payment of expenditures (Schedule 3) in the amount of \$457.57 from the Director's Contingency Account. (Grossman, Flad; unanimous)

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$28,252.14 covering operating costs and materials fees. (Flad Grossman; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$39,228.76. (Koster, Grossman; unanimous)

**Personnel Report**

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

**Statistical Summary**

The Director reviewed the updated circulation statistics.

**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.

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) Proposed Budget (4) Administrative Activities (5) SCLS Director Search

Committee Reports

Ms. Grossman and Mr. Koster reported on the activities of the Facilities Committee: The Committee will be visiting the Bayport-Blue Point Library on March 2. Since no response to our first letter requesting the availability of documents has been received, another letter is being sent to the School District requesting information about the vacant Boyd School property. The Library will begin spending funds shortly to gather information if nothing is provided by the School District.

Old BusinessDeferred Compensation Plan

There was a motion to rescind last month's decision to allow wire transfers to the New York State Deferred Compensation Plan. (Grossman, Flad; unanimous)

New BusinessA. Approval of Vote Workers

There was a motion to approve the vote workers for the Annual Budget Vote and Trustee Election. (Koster, Flad; unanimous)

B. Proposed Budget

There was a motion to approve the proposed 2006-2007 Budget in the amount of \$1,253,980.00, with \$1,231,630.00 to be raised by taxation. (Flad, Koster; unanimous)

C. Resolutions Creating Separate Funds

- a. There was a motion to create a "Capital Projects Fund" to be used for the construction, renovation, development and/or related costs of a future library facility. (Flad, Koster; unanimous)
- b. There was a motion to undesignate \$200,000.00 within the General Fund previously designated for use as a Building Fund. (Koster, Grossman; unanimous)
- c. There was a motion to establish a separate bank account or accounts to maintain the Capital Project Fund's balances. (Grossman, Flad; unanimous)
- d. There was a motion to transfer \$258,333.00 into the Capital Projects Fund from the General Fund. (Koster, Grossman; unanimous)

Period for Public Expression

None

Other

A framed copy of the Library's Absolute Charter was presented to the Board for their review.

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

The Board was reminded that there will be a Public Information Meeting at the Library on Wednesday, March 22, 2006 at 7 pm.

**Executive Session**

None

**Adjourn**

There being no further business, there was a motion to adjourn the meeting at 8:55 pm. (Flad, Grossman; unanimous)

*Respectfully submitted,*

Marla Grossman  
Secretary