

Approved

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held September 25, 2006 at
Elwood Public Library, East Northport, NY

Present

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

Also present: Michael Squillante, Library Director, Elwood Public Library District; Al Coster, CPA; and members of the Elwood community.

Call to Order

Mr. Koster called the meeting to order at 7:35 pm. with a quorum present. The Pledge of Allegiance was recited.

Approval of Minutes – August 17, 2005

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

Agenda

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

Correspondence

A letter from SCLS was received explaining the upcoming process for choosing a Zone representative to the SCLS Board.

Financial Report

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

There was a motion to approve payment of expenditures (Schedule 2) in the amount of \$0.00 from the General Fund. (Grossman, Flad; unanimous)

There was a motion to approve payment of expenditures (Schedule 3) in the amount of \$0.00 from the Director's Contingency Account. (Grossman, Lercher; unanimous)

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$73,986.19 from the General Fund. (Lercher, Flad; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$44,659.53. (Grossman, Lercher; unanimous)

There was a motion to approve expenditures (Schedule 7) in the amount of \$0.00 from the Capital Projects Fund. (Flad, Lercher; unanimous)

There was a motion to approve the September 26, 2006 transfer (Schedule 6) from the General Fund to the Capital Projects Fund in the amount of \$8,333.34. (Lercher, Grossman; unanimous)

Presentation of Audit

Mr. Al Coster of Baldessari and Coster, LLP presented the Library's 2006 Audit and answered questions regarding it. The audit will be made available on the Library's webpage as soon as possible.

Ms. Gabrielli joined the meeting at this time.

Personnel Report

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

Statistical Summary

A report of circulation statistics was presented by the Director.

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) Summer Reading Roundup (2) Property (3) Personnel (4) Newsletter (5) Community input (6) SCLS and PLDA legislative events.

Committee Reports

None

Old Business

Lease

The library's renewal of the lease is almost complete.

Community Input

The process of inviting community groups to discuss the Library's future will begin shortly.

New Business

Staff Training

There was a motion to approve the expenditure of \$1275.00 for half the tuition for three employees to register for and attend the Introduction to Public Library Management course.

Period for Public Expression

Members of the public asked several questions.

Other

There was a motion to accept the 2006 audit prepared by Baldessari and Coster, LLP. (Gabrielli, Grossman; unanimous)

The next Board meeting will be held on Monday, October 23, 2006, at 7:30 pm.

Executive Session

None

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:15 pm. (Gabrielli, Lercher; unanimous)

Respectfully submitted,

Jacquelyn Flad
Secretary