

Approved

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held November 27, 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; Lisa Diana, Account Clerk; and members of the Elwood community.

Call to Order

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

Approval of Minutes – October 23, 2006

There was a motion to approve the minutes. (Gabrielli, Flad; unanimous)

Agenda

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

Correspondence

Two letters complimenting the Library and the staff were received.

Financial Report

The financial reports and warrants were presented.

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

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

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$8,195.29 from the General Fund. (Gabrielli, Flad; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$41,300.58. (Grossman, Lercher; unanimous)

There was a motion to approve the schedule of transfers (Schedule 6) in the amount of \$8,333.34 from the General Fund to the Capital Projects Fund. (Grossman, Flad; unanimous)

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

Personnel Report

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

Statistical Summary

A report of circulation statistics was presented by the Director. Another increase over last October's data was noted.

Staff Reports

Children's Services

Jackie Narkiewicz, Children's Services Librarian, prepared a monthly report for review.

Adult Reference

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

YA and Technical Services

Moira Flynn, 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) Residents' Library Committee (3) SuffolkNet Dial-up Service (4) SCLS Proposed Budget (5) SCLS Annual Meeting.

Committee Reports

None

Old Business

Community Input

No firm date for a first meeting has been set yet, but a January date is likely.

Tuition Reimbursement Policy

Work continues on developing a policy for consideration.

New Business

SCLS Trustee Ballots

There was a motion to cast ballots for the position of Huntington/Smithtown SCLS Trustee. (Lercher, Flad; unanimous)

SCLS Proposed Budget

There was a motion to approve the 2007 SCLS Budget. (Grossman, Gabrielli; unanimous)

SCLS Annual Meeting

The SCLS Annual Meeting will be held on December 6, 2006, at 8pm. RSVP's should be sent to Mr. Squillante before December 1, 2006.

Period for Public Expression

Members of the public asked several questions.

Other

The next Board meeting will be held on Monday, December 18, 2006, at 7:30 pm.

Executive Session

None

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:33 pm. (Gabrielli, Lercher; unanimous)

Respectfully submitted,

Jacquelyn Flad
Secretary