

Unapproved

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held December 18, 2006 at
Elwood Public Library, East Northport, NY

Present

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

Absent

Randall Koster, President

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

Call to Order

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

Approval of Minutes – November 27, 2006

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

Agenda

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

Correspondence

None

Financial Report

The financial reports and warrants were presented.

There was a motion to approve payment of expenditures (Schedule 2) in the amount of \$80,260.54 from the General Fund. (Grossman, Flad; unanimous)

There was a motion to approve payment of expenditures (Schedule 3) in the amount of \$1,320.72 from the Director's Contingency Account. (Gabrielli, Grossman; unanimous)

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$15,245.63 from the General Fund. (Gabrielli, Flad; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$43,212.49. (Grossman, Gabrielli; 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. (Gabrielli, 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. (Grossman, Gabrielli; unanimous)

Personnel Report

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

Statistical Summary

A report of circulation statistics was presented by the Director. Another increase over last November'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) Administrative Activities.

Committee Reports

None

Old Business

Tuition Reimbursement Policy

There was a motion to approve the Tuition Reimbursement Policy as submitted by the Library Director. (Gabrielli, Grossman; unanimous)

New Business

None.

Period for Public Expression

Members of the public asked several questions.

Other

The next Board meeting will be held on Monday, January 22, 2007, at 7:30 pm.

Executive Session

None

Adjourn

There being no further business, there was a motion to adjourn the meeting at 7:52 pm. (Gabrielli, Flad; unanimous)

Respectfully submitted,

Jacquelyn Flad
Secretary