

Approved

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held May 24, 2007 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 – April 26, 2007

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

Agenda

There was a motion to adopt the agenda. (Flad, Lercher; 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 \$26,463.16 from the General Fund. (Grossman, Gabrielli; unanimous)

There was a motion to approve payment of expenditures (Schedule 3) in the amount of \$439.81 from the Director's Contingency Account. (Lercher, Flad; unanimous)

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$31,997.98 from the General Fund. (Gabrielli, Grossman; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$39,400.92. (Lercher, Grossman; 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. (Lercher, Flad; unanimous)

There was a motion to approve the transfer of \$8333.34 from the operating fund to the Capital Projects Fund. (Flad, Lercher; unanimous)

Personnel Report

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

Statistical Summary

Statistics reflecting a continuing increase in circulation were presented by the Director.

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

No report was available.

Director's Report

Michael Squillante presented his report to the Elwood Public Library District Board. Topics discussed included: (1) Budget Vote and Trustee Election (2) Personnel (3) Legislative Breakfast (4) Volunteers.

Committee Reports

None.

Old Business

Mr. Koster reported that members of the Board were able to meet some of the town council members at the Legislative Breakfast. Plans to meet will some or all of the council members are underway. Mr. Koster also reported that the next Residents' Library Committee will meet on June 19, 2007. A survey instrument that incorporates the RLC's suggestions is being prepared by Syntax, Inc. Plans are progressing and it is assumed the survey will be conducted by telephone and via the library website.

New Business

None.

Period for Public Expression

There were no comments.

Other

The next Board meeting will be held on Thursday, June 21, 2007, at 7:30 pm.

Executive Session

None

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:05pm. (Lercher, Flad; unanimous)

Respectfully submitted,

Jacquelyn Flad, Secretary