

Approved

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held August 16, 2007 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; and members of the Elwood community.

Call to Order

Ms. Lercher called the meeting to order at 7:31 pm. with a quorum present. The Pledge of Allegiance was recited.

Approval of Minutes – July 12, 2007

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

Agenda

There was a motion to adopt the agenda, amended to include action on the PALS Bylaws. (Flad, 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 \$39,095.12 from the General Fund. (Gabrielli, Flad; unanimous)

There was a motion to approve payment of expenditures (Schedule 3) in the amount of \$577.67 from the Director's Contingency Account. (Flad, Grossman; unanimous)

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$0.00 from the General Fund. (Gabrielli, Grossman; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$39,961.22. (Flad, Gabrielli; 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)

There was a motion to approve the transfer of funds in the amount of \$8333.34 from the general fund to the Capital Projects Fund. (Grossman, Gabrielli; unanimous)

Personnel Report

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

Statistical Summary

Circulation statistics were presented by the Director. There was a slight increase over last year. The library also now owns almost 30,000 items.

Staff Reports

Children's Services

Jessica Toner, Children's 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

Eileen Murphy, YA and 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) Summer Reading Clubs (2) Personnel (3) Audit (4) Community Survey.

Committee Reports

None

Old Business

Although a draft report from the survey company has not been received as yet, the Board is planning to have the results presented at their October meeting. Announcements will be made to the public via the newsletter, a separate card mailer, signs throughout the community, and by contacting members of the RLC to have them help spread the word. The Board would prefer to have the presentation conducted at a location other than the library, to assure that there is enough room for attendees.

New Business

Director's Contingency Account

There was motion to refund the Director's Contingency Account in the amount of \$3780.13. (Gabrielli, Grossman; unanimous)

PALS Bylaws

There was a motion to approve the proposed changes to the PALS Bylaws. (Gabrielli, Flad: unanimous)

Period for Public Expression

One resident addressed the Board.

Other

The next Board meeting will be held on Thursday, September 27, 2007, at 7:30 pm.

Executive Session

None.

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:03 pm. (Grossman, Gabrielli; unanimous)

Respectfully submitted,

Jacquelyn Flad, Secretary