

Approved

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**  
**of the**  
**ELWOOD PUBLIC LIBRARY DISTRICT**  
**held September 27, 2007 at**  
**Elwood Public Library, East Northport, NY**

**Present**

Randy 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; and a member 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 – August 16, 2007**

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

**Agenda**

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

**Correspondence**

An SCLS Trustee Workshop Notice and an SCLS Trustee Caucus Notice were read.

**Financial Report**

The financial reports and warrants were presented.

There was a motion to approve payment of expenditures (Schedule 2) in the amount of \$55,220.76 from the General Fund. (Grossman, Gabrielli; 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, Gabrielli; unanimous)

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$7,590.45 from the General Fund. (Flad, Lercher; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$61,495.31. (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. (Grossman, Lercher; 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. (Flad, Grossman; unanimous)

**Personnel Report**

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

**Statistical Summary**

Circulation statistics were presented by the Director. There was a minor decrease over last year.

**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 (2) Personnel (3) Audit (4) Community Survey (5) Trustee Workshop.

**Committee Reports**

None

**Old Business**

The Community Survey the Library had performed over the summer will be presented at the Library Board's meeting on November 15, 2007. The November meeting will be held in the auditorium of the Elwood Middle School. We will begin the Board meeting at 7pm.

**New Business**

**NYLA Conference**

There was motion to approve the attendance of Michael Squillante and Jessica Toner at the New York Library Association Library Annual Conference in Buffalo, NY, from October 17-20, 2007, at a total cost not to exceed \$1750.00. (Gabrielli, Flad; unanimous)

**Period for Public Expression**

There were no comments from the public.

**Other**

The next Board meeting will be held on Thursday, October 25, 2007, at 7:30 pm.

**Executive Session**

None.

**Adjourn**

There being no further business, there was a motion to adjourn the meeting at 8:27 pm. (Flad, Lercher; unanimous)

*Respectfully submitted,*

Jacquelyn Flad, Secretary