

Approved

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held November 15, 2007 at
Elwood Middle School Auditorium, Greenlawn, NY

Present

Randy Koster, President
Marla Grossman, Finance Officer
Jacquelyn Flad, Secretary
Cheryl Gabrielli, Trustee

Absent

Susanne Lercher, Vice-President

Also present: Michael Squillante, Library Director; Lisa Diana, Account Clerk; Belle Baxter, Librarian; members of the Elwood community.

Call to Order

Mr. Koster called the meeting to order at 7:02 pm. with a quorum present. The Pledge of Allegiance was recited.

Approval of Minutes – October 25, 2007

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

Agenda

There was a motion to adopt the agenda. (Grossman, Flad; 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 \$38,106.41 from the General Fund. (Flad, Grossman; unanimous)

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

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

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$40,950.76. (Grossman, 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. (Flad, 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. (Flad, 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.

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) Personnel (2) Audit (3) Community Survey Presentation (4) Statistics (5) 2008-2009 Budget (6) NYLA Conference.

Committee Reports

None

New Business

Trustee Ballot Members of the Board cast their ballots for SCLS Trustee.

SCLS Budget There was a motion to approve the Proposed 2008 SCLS Budget. (Grossman, Flad; unanimous)

Old Business

Michael Conte of Syntax Communications, Inc, presented the results of the Community Survey completed in July. Mr. Conte then answered questions from the Board and members of the audience.

Period for Public Expression

Several questions from the public were addressed.

Other

The next Board meeting will be held on Thursday, December 20, 2007, at 7:30 pm.

Executive Session

None.

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:56 pm. (Gabrielli, Grossman; unanimous)

Respectfully submitted,

Jacquelyn Flad, Secretary