

Approved

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**  
**of the**  
**ELWOOD PUBLIC LIBRARY DISTRICT**  
**held December 20, 2007 at**  
**Elwood Public Library, East Northport, NY**

**Present**

Randall Koster, President  
Susanne Lercher, Vice-President  
Marla Grossman, Finance Officer  
Cheryl Gabrielli, Trustee

**Absent**

Jacquelyn Flad, Secretary

**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 7:32 pm. with a quorum present. The Pledge of Allegiance was recited.

**Approval of Minutes – November 27, 2007**

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

**Agenda**

There was a motion to adopt the agenda. (Lercher, Gabrielli; 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 \$73,499.97 from the General Fund. (Lercher, Gabrielli; unanimous)

There was a motion to approve payment of expenditures (Schedule 3) in the amount of \$912.74 from the Director's Contingency Account. (Grossman, Lercher; unanimous)

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$10,081.69 from the General Fund. (Gabrielli, Lercher; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$43,672.73. (Lercher, Grossman; 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. (Lercher, 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, Lercher; unanimous)

**Personnel Report**

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

**Statistical Summary**

A report of circulation statistics was presented by the Director

**Staff Reports**

**Children's Services**

Jessica Toner, 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

Eileen Murphy, 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) Community Survey Presentation (3) Windows (4) SCLS Trustee.

Committee Reports

None

Old Business

Community Survey

The Survey Presentation and results were discussed. The consensus was that the Board needs to continue exploring all avenues for the Library's future, and to share those possibilities with the public as they come up.

New Business

SCLS Trustee Position

There is a vacancy on the SCLS Board for a representative from the Huntington/Smithtown zone.

2008 Vote Date

There was a motion to change the date of the 2008 Annual Budget Vote and Trustee Election to April 1 2008. (Gabrielli, Lercher; unanimous)

Period for Public Expression

Members of the public asked several questions and made comments.

Other

The next Board meeting will be held on Thursday, January 17, 2008, at 7:30 pm.

Executive Session

None

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:00 pm. (Gabrielli, Lercher; unanimous)

*Respectfully submitted,*

*Marla Grossman, Finance Officer*