

Approved

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held January 17, 2008 at
Elwood Public Library, East Northport, NY

Present

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

Absent

Randall Koster, President
Jacquelyn Flad, Secretary

Also present: Michael Squillante, Library Director, Elwood Public Library District; Lisa Diana, Account Clerk.

Call to Order

Ms. Lercher called the meeting to order at 7:30 p.m. with a quorum present. The Pledge of Allegiance was recited.

Approval of Minutes – December 20, 2007

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

Approval of Minutes – January 12, 2008

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

Agenda

There was a motion to adopt the agenda. (Gabrielli, 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 \$23,344.60 from the General Fund. (Gabrielli, 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. (Grossman, Gabrielli; unanimous)

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$12,995.64 from the General Fund. (Gabrielli, Grossman; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$45,415.31. (Gabrielli, 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. (Gabrielli, Grossman; unanimous)

There was a motion to approve an interfund transfer in the amount of \$8,333.34 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. (Grossman, Gabrielli; 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) Statistics (3) SCLS Trustee (4) Administrative activities (5) Professional activities (6) New Library District in Eastport-South Manor.

Committee Reports

The Facilities Committee met to investigate the possibility of space becoming available within the district. A Special District Meeting of the Board was held on January 12 to inform the entire Board of their findings.

Old Business**2008 Vote Date**

The date of the 2008 Annual Budget Vote is Tuesday, April 8, 2008.

New Business**Approval of Notice of Special Election**

There was a motion to approve the 2008 Notice of Special Election as presented. (Gabrielli, Grossman; unanimous)

Approval of Trustee Petition

There was a motion to approve the Trustee Petition as presented. (Grossman, Gabrielli; unanimous)

Appointment of Clerk of the Vote

There was a motion to appoint Carlene Granieri as the Library's Clerk of the Vote for the Special District Meeting of the qualified votes of the Elwood Union Free School District, Town of Huntington, Suffolk County, New York to be held at the Elwood Public Library, 3027 Jericho Turnpike, Elwood, New York, 11731, on April 8, 2007, for the purpose of voting, by voting machine, upon the 2008-2009 budget and for the purpose of electing two (2) trustees to the Elwood Public Library District Board of Trustees. (Gabrielli, Grossman; unanimous)

Appointment of Assistant Clerks of the Vote

There was a motion to appoint Michael Squillante and Lisa Diana as Assistant Clerks of the Vote for the Special District Meeting to be held on April 8, 2008. (Gabrielli, Grossman; unanimous)

Conference Attendance Request

Motion to approve Eileen Murphy's attendance at the Public Library Association Annual Conference. (Gabrielli, Grossman; unanimous)

Period for Public Expression

None.

Other

The next Board meeting will be held on Thursday, February 28, 2008, at 7:30 pm.

Executive Session

None

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:07 pm. (Gabrielli, Grossman; unanimous)

Respectfully submitted,

Marla Grossman, Finance Officer