

Approved

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held February 28, 2008 at
Elwood Public Library, East Northport, NY

Present

Randall Koster, President
Susanne Lercher, Vice-President
Marla Grossman, Finance Officer
Jacquelyn Flad, Secretary

Absent

Cheryl Gabrielli, Trustee

Also present: Michael Squillante, Library Director, Elwood Public Library District; Lisa Diana, Account Clerk, and a member of the Elwood community.

Call to Order

Mr. Koster called the meeting to order at 7:31 p.m. with a quorum present. The Pledge of Allegiance was recited.

Approval of Minutes – January 17, 2008

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

Agenda

There was a motion to adopt the agenda. (Grossman, Lercher; 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 \$20,750.73 from the General Fund. (Lercher, Flad; unanimous)

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

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$9,783.37 from the General Fund. (Lercher, Flad; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$45,188.62. (Grossman, Lercher; 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. (Lercher, 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. (Lercher, Grossman; unanimous)

Personnel Report

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

Statistical Summary

A report of circulation statistics was presented by the Director. Circulation has increased for the past two months, and our item count is well over 30,000 items

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.

Committee Reports

None.

Old Business**Approval of Vote Workers**

There was a motion to approve a list of vote workers received from the Clerk of the Vote for the 2008 Annual Budget Vote. (Lercher, Flad; unanimous)

New Business**New York State Annual Report**

There was a motion to approve the 2007 Annual Report as prepared by the Library Director. (Lercher, Flad; unanimous)

SCLS Trustee Ballots

There was a motion that the Board cast their individual votes for position of Huntington representative to the SCLS Board of Trustees. (Flad, Grossman; unanimous)

Period for Public Expression

None.

Other

The next Board meeting will be held on Thursday, March 13, 2008, at 7:30 pm.

Executive Session

There was a motion made to enter into executive session to discuss Real Estate Matters (8:02 pm). (Grossman, Lercher; unanimous)

The Board exited executive session at 8:27 pm, and reported a consensus that the Library Board should enter negotiations regarding possible new space.

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:28 pm. (Lercher, Grossman; unanimous)

Respectfully submitted,

Jacquelyn Flad, Secretary