

Approved

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

**Present**

Randall 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; Lisa Diana, Account Clerk, and several members of the Elwood community.

**Call to Order**

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

**Approval of Minutes – March 13, 2008**

There was a motion to approve the minutes as presented. (Flad, 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 \$21,688.79 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 \$31,032.41 from the General Fund. (Gabrielli, Flad; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$47,407.02. (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. (Lercher, Gabrielli; 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. (Gabrielli, Lercher; unanimous)

**Personnel Report**

There was a motion to approve the personnel report as submitted by the Library Director. (Gabrielli, Lercher; 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) Budget Vote and Trustee Election (2) Facilities, lease negotiations and architect (3) Statistics (4) Professional Activities.

#### Committee Reports

None

#### Old Business

The passage of the 2008-2009 Budget was discussed.

#### New Business

##### Bereavement Leave

Discussion was tabled until the May meeting.

##### Long Island Library Conference

There was a motion to approve the attendance of Michael Squillante, Deborah Steedle and Jessica Toner at the Long Island Library Conference on Thursday, May 8, 2008, at a total cost not to exceed \$120.00. (Lercher, Flad; unanimous)

##### Period for Public Expression

Several comments were offered by community members.

##### Other

The next Board meeting will be held on Thursday, May 15<sup>th</sup>, 2008, at 7:30 pm.

##### Executive Session

None.

##### Adjourn

There being no further business, there was a motion to adjourn the meeting at 7:50 pm. (Grossman, Lercher; unanimous)

*Respectfully submitted,*

*Jacquelyn Flad, Secretary*