

Approved

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held May 15, 2008 at
Elwood Public Library, East Northport, NY

Present

Randall Koster, President
Susanne Lercher, Vice-President
Jacquelyn Flad, Secretary

Absent

Marla Grossman, Finance Officer
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 7:34 p.m. with a quorum present. The Pledge of Allegiance was recited.

Approval of Minutes – May 15, 2008

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

Agenda

There was a motion to adopt the agenda. (Flad, 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 \$22,116.67 from the General Fund. (Lercher, Flad; unanimous)

There was a motion to approve payment of expenditures (Schedule 3) in the amount of \$120.00 from the Director's Contingency Account. (Lercher, Flad; unanimous)

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

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$47,372.14. (Lercher, Flad; 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, Flad; 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, Flad; unanimous)

Personnel Report

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

Committee Reports

None

Old Business

Lease negotiations were discussed as part of the Directors Report.

New Business

Bereavement Leave

There was a motion to approve the Bereavement Leave Policy as presented. (Flad, Lercher; unanimous)

Period for Public Expression

Several comments and questions were offered by community members.

Other

The next Board meeting will be held on Thursday, June 19th, 2008, at 7:30 pm.

Executive Session

None.

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:15 pm. (Flad, Lercher; unanimous)

Respectfully submitted,

Jacquelyn Flad, Secretary