

Approved

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held June 19, 2008 at
Elwood Public Library, East Northport, NY

Present

Randall Koster, President
Susanne Lercher, Vice-President
Jacquelyn Flad, Secretary
Cheryl Gabrielli, Trustee

Absent

Marla Grossman, Finance Officer

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

Call to Order

Mr. Koster called the meeting to order at 7:37 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, Gabrielli; unanimous)

Agenda

There was a motion to adopt the agenda. (Gabrielli, 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 \$32,886.60 from the General Fund. (Lercher, Gabrielli; unanimous)

There was a motion to approve payment of expenditures (Schedule 3) in the amount of \$925.00 from the Director's Contingency Account. (Gabrielli, Lercher; unanimous)

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

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$46,368.99. (Gabrielli, 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, Gabrielli; unanimous)

There was a motion to approve an interfund transfer in the amount of \$8,333.26 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, 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) Summer Reading Club (2) Personnel (3) 1941 Jericho Turnpike (4) Calendar of meetings (5) Audit (6) Staff Compensation (7) Statistics.

Committee Reports

None

Old Business

Lease negotiations/Resolution authorizing signing of lease.

Status of the lease negotiations was discussed. Discussion to be continued in Executive Session with the input of Peter Jespersen, the Library's architect.

New Business

2008-2009 Calendar

There was a motion to approve the 2008-2009 Board meeting calendar as amended. (Gabrielli, Lercher; unanimous)

Staff Compensation

To be discussed in Executive Session.

Period for Public Expression

There was one question from a member of the public.

Other

The next Board meeting will be held on Thursday, July 24th, 2008, at 7:30 pm.

Executive Session

There was a motion to adjourn to Executive Session to discuss real estate and personnel matters at 7:57pm. (Lercher, Flad; unanimous)

The Board exited Executive Session at 8:50pm.

There was a motion to approve the proposed 2008-2009 staff wage schedule. (Gabrielli, Lercher; unanimous)

There was a motion to authorize Randy Koster to execute a lease for property at 1941 Jericho Turnpike at his earliest convenience. (Flad, Lercher; unanimous)

Adjourn

There being no further business, there was a motion to adjourn the meeting at 9:02 pm. (Lercher, Gabrielli; unanimous)

Respectfully submitted,

Jacquelyn Flad, Secretary