

Approved

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**  
**of the**  
**ELWOOD PUBLIC LIBRARY DISTRICT**  
**held August 21, 2008 at**  
**Elwood Public Library, East Northport, NY**

**Present**

Susanne Lercher, President  
Marla Grossman, Vice-President  
Randall Koster, Finance Officer  
Cheryl Gabrielli, Secretary

**Absent**

Jacquelyn Flad, Trustee

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

**Call to Order**

Ms. Lercher called the meeting to order at 7:34 pm. with a quorum present. The Pledge of Allegiance was recited.

**Approval of Minutes – July 24, 2008**

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

**Agenda**

There was a motion to adopt the agenda. (Grossman, 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 \$2,623.31 from the General Fund. (Grossman, Koster; unanimous)

There was a motion to approve payment of expenditures (Schedule 3) in the amount of \$600.00 from the Director's Contingency Account. (Gabrielli, Koster; unanimous)

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$8,921.82 from the General Fund. (Gabrielli, Grossman; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$50,982.15. (Koster, Gabrielli; unanimous)

There was a motion to approve payment of Capital Projects expenditures (Schedule 7) from the Capital Projects Fund in the amount of \$29,639.18. (Grossman, Gabrielli; unanimous)

**Personnel Report**

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

**Statistical Summary**

Circulation statistics were presented by the Director. There was a large increase year over year for July.

**Staff Reports**

**Children's Services**

Jessica Toner, Children's Librarian, prepared a monthly report for review.

Adult Reference

Belle Baxter, Adult Reference Librarian, prepared a monthly report for review.

YA and Technical Services

Eileen Murphy, YA and Technical Services Librarian, prepared a monthly report for review.

Accounting

Lisa Diana, Account Clerk, 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 (2) 1941 Jericho Turnpike (3) New Domain name (4) Policy (5) PALS.

**Committee Reports**

None.

**Old Business**

1941 Jericho Turnpike

Mr. Squillante detailed the current status of 1941 Jericho Turnpike.

NYS Construction Grant

The Elwood Public Library was awarded \$180,000 through the NYS Library Construction Grant Program.

2007-2008 Audit

Copies of our audit were distributed to the Board. Mr. Al Coster will present the audit at September's meeting.

**New Business**

None.

**Other**

The next Board meeting will be held on Thursday, September 18, 2008, at 7:30 pm.

**Executive Session**

There was a motion at 8:13pm to adjourn to Executive Session to discuss Real Estate and Personnel matters.

The Board reentered their Regular Session at 8:24pm.

**Adjourn**

There being no further business, there was a motion to adjourn the meeting at 8:25pm. (Gabrielli, Grossman; unanimous)

*Respectfully submitted,*

Cheryl Gabrielli, Secretary