

Approved

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held May 21, 2009 at
Elwood Public Library, East Northport, NY

Present

Marla Grossman, Vice President
Cheryl Gabrielli, Secretary
Judith Clarke, Trustee

Absent

Susanne Lercher, President
Randall Koster, Finance Officer

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

Call to Order

Ms. Grossman called the meeting to order at 7:36 pm. with a quorum present. The Pledge of Allegiance was recited.

Approval of Minutes – April 16, 2009

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

Agenda

There was a motion to adopt the agenda. (Gabrielli, Clarke; unanimous)

Correspondence

Letters from Legislator Stern to Board members. Letter from Assemblyman Raia announcing \$2000 grant to the library.

Financial Report

The April financial reports were presented.

The Warrants were presented:

There was a motion to approve payment of expenditures (Schedule 2) in the amount of \$74,613.48 from the General Fund. (Clarke, Gabrielli; unanimous)

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

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$21,780.97 from the General Fund. (Clarke, Gabrielli; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$49,251.55. (Gabrielli, Clarke; unanimous)

There was a motion to approve payment of Capital Projects expenditures (Schedule 7) from the Capital Projects Fund in the amount of \$208,300.05. (Clarke, Gabrielli; unanimous)

Personnel Report

There was a motion to approve the Personnel report. (Gabrielli, Clarke; unanimous)

Statistical Summary

Circulation statistics were presented by the Director.

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) Facility (2) Personnel (3) MTA Tax (4) Trustee Workshop (5) Local library retirements and appointments.

Committee Reports

None.

Old Business

None.

New Business

Unattended or Unsupervised Minors Policy

There was a motion to table the proposed Unattended or Unsupervised Minors Policy. (Clarke, Grossman; unanimous)

Annual Audit Engagement

There was a motion to engage the firm of Baldessari and Coster, LLP for the Library's 2008-2009 Annual Audit.

Period for Public Expression

Members of the public made several suggestions.

Other

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

Executive Session

None.

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:10pm. (Gabrielli, Clarke; unanimous)

Respectfully submitted,

Cheryl Gabrielli, Secretary