

Approved

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held July 15, 2010 at
Elwood Public Library, East Northport, NY**

Present

Randall Koster, Vice-President
Cheryl Gabrielli, Finance Officer
Susanne Lercher, Secretary
Judith Clarke, Trustee

Absent

Marla Grossman, President

Also present: Michael Squillante, Library Director, Elwood Public Library District, and Lisa Diana, Business Manager.

Call to Order

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

Swearing in of New Trustees

The Oath of Office will be administered to Ms. Grossman at the September meeting. Her signed, written oath will be filed with the County Clerk's office immediately.

Election of Officers

Mr. Koster was nominated and elected to the office of President. (Gabrielli, Lercher; unanimous)

Ms. Gabrielli was nominated and elected to the office of Vice-President. (Koster, Lercher; unanimous)

Ms. Lercher was nominated and elected to the office of Finance Officer. (Gabrielli, Koster; unanimous)

Ms. Clarke was nominated and elected to the office of Secretary. (Gabrielli, Lercher; unanimous)

Review of Bylaws

The Board reviewed the Library's Bylaws.

Approval of Minutes – June 17, 2010

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

Agenda

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

Correspondence

None.

Financial Report

The financial statements were presented.

There was a motion to approve payment of expenditures (Schedule 2) in the amount of \$17,340.09 from the General Fund. (Lercher, Clarke; unanimous)

There was a motion to approve payment of expenditures (Schedule 3) in the amount of \$600.00 from the Director's Contingency Account. (Clarke, Lercher; unanimous) There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$36,835.04 from the General Fund. (Gabielli, Lercher; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$50,174.07 (Lercher, Clarke; 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. (Clarke, Lercher; unanimous)

Personnel Report

There were no changes this month.

Staff Reports

Children's Services

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

Adult Reference

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

Circulation Statistics and Adult Programs

Andrew Story, Adult Reference Librarian, prepared a report for review.

YA and Technical Services

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

Accounting

Lisa Diana, Business Manager, prepared a 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) Future of the Library.

Committee Reports

None.

Old Business

None.

New Business

Official Designations

There was a motion to designate Baldessari and Coster, LLP as auditor, Capital One and TDI Bank as primary banks, The Long Islander and The Record as newspapers of record, and Douglas K. McNally of Hamburger, Maxson, Yaffe, Knauer & McNally, LLP as legal counsel. (Lercher, Gabrielli; unanimous)

NYLA Attendance

There was a motion to approve the attendance of Michael Squillante and Belle Baxter at the New York Library Association Annual Conference in Saratoga Springs, NY at a cost not to exceed \$1800.00 (Clarke, Lercher; unanimous)

Period for Public Expression

The Board addressed a comment from the public.

Other

The next Board meeting will be held on Thursday, September 16, 2010, 7:30pm.

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:00 pm. (Gabrielli, Lercher; unanimous)

Respectfully submitted,

Judith Clarke, Secretary