

Unapproved

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held September 15, 2011 at
Elwood Public Library, East Northport, NY**

Present

Cheryl Gabrielli, Vice-President
Marla Band, Finance Officer
Judith Clarke, Secretary
Susanne Lercher, Trustee

Absent

Randall Koster, President

Also present: Michael Squillante, Library Director.

Call to Order

Ms. Gabrielli called the meeting to order at 7:31 pm. with a quorum present. The Pledge of Allegiance was recited.

Approval of Minutes – July 21, 2011

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

Agenda

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

Correspondence

None.

Financial Report

The financial statements for July and August were presented.

There was a motion to approve payment of July expenditures (Schedule 2) in the amount of \$86,403.83 from the General Fund. (Lercher, Band; unanimous)

There was a motion to approve payment of July payroll expenditures (Schedule 5) in the amount of \$74,657.82. (Clarke, Band; unanimous)

There was a motion to approve payment of August expenditures (Schedule 2) in the amount of \$52,927.38 from the General Fund. (Lercher, Clarke; unanimous)

There was a motion to approve payment of August payroll expenditures (Schedule 5) in the amount of \$51,055.82. (Band, Lercher; unanimous)

Personnel Report

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

Staff Reports

Children's Services

Jessica Toner, Children's Librarian, prepared reports for review.

Adult Reference

Belle Baxter, Adult Reference Librarian, prepared reports for review.

Circulation

Michelle Orlando, Senior Library Clerk, prepared reports for review.

YA and Technical Services

Eileen Murphy, YA and Technical Services Librarian, prepared reports 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) Tax Cap (2) Personnel (3) Facility.

Committee Reports

None.

Old Business

None

New Business

Trustee Workshop

There will be a Trustee Workshop on the subject "Service Successes" at SCLS on November 10, 2011 at 6:30pm.

Sunday Openings

There was discussion concerning the dates of Sunday openings for the 2011-2012 fiscal year.

Absence Excuse

There was a motion to excuse the absence of Randy Koster at tonight's meeting. (Lercher, Clarke; unanimous)

Period for Public Expression

None.

Other

The next Board meeting will be held on Thursday, October 20, 2011, at 7:30pm.

Adjournment

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

Respectfully submitted,

Judith Clarke, Secretary.