

Approved

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held February 11, 2010 at
Elwood Public Library, East Northport, NY**

Present

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

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

Call to Order

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

Approval of Minutes – January 21, 2010

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

Agenda

There was a motion to adopt the agenda. (Koster, Lercher; 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 \$53,949.91 from the General Fund. (Gabrielli, Lercher; unanimous)

There was a motion to approve payment of expenditures (Schedule 3) in the amount of \$500.00 from the Director's Contingency Account. (Clarke, Lercher; unanimous)

There was a motion to approve payment of November 2009 expenditures (Schedule 4) in the amount of \$0.00 from the General Fund. (Clarke, Gabrielli; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$52,863.67(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, Gabrielli; unanimous)

Personnel Report

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

Staff Reports

Children's Services

Deborah Steedle, Children's Librarian, prepared a report of Children's programming statistics 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) Budget (3) Year end issues.

Committee Reports

None.

Old Business

None.

New Business

Conference Attendance

There was a motion to approve James Clemens' attendance at the Computers in Libraries Conference in Washington, DC from April 12-14 at a total cost not to exceed \$500, with an additional \$30 per day allowance for meals.

Budget

There was discussion regarding the Proposed 2010-2011 operating budget.

Period for Public Expression

None.

Other

The next Board meeting will be held on Thursday, March 18, 2010, 7:30pm.

Executive Session

None.

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:52 pm. (Gabrielli, Lercher; unanimous)

Respectfully submitted,

Susanne Lercher, Secretary