

Approved

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held June 22, 2009 at
Elwood Public Library, East Northport, NY

Present

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

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

Call to Order

Ms. Lercher called the meeting to order at 7:35 pm. with a quorum present. The Pledge of Allegiance was recited.

Approval of Minutes – May 21, 2009

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

Agenda

There was a motion to adopt the agenda. (Koster, Grossman; unanimous)

Correspondence

None.

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 \$38,993.59 from the General Fund. (Grossman, Clarke; unanimous)

There was a motion to approve payment of expenditures (Schedule 3) in the amount of \$445.00 from the Director's Contingency Account. (Gabrielli, Clarke; unanimous)

There was a motion to approve payment of expenditures (Schedule 4) in the amount of \$9,197.49 from the General Fund. (Koster, Grossman; unanimous)

There was a motion to approve payment of payroll expenditures (Schedule 5) in the amount of \$50,134.77. (Clarke, Grossman; unanimous)

There was a motion to approve payment of Capital Projects expenditures (Schedule 7) from the Capital Projects Fund in the amount of \$11,464.27. (Koster, Gabrielli; unanimous)

Personnel Report

There was a motion to approve the Personnel report. (Clarke, Grossman; 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) Trustee Workshop (4) Community Groups.

Committee Reports

None.

Old Business

Unattended Child Policy: After further investigation and discussion with the staff, the Director is recommended that the Unattended Child Policy remain unchanged.

New Business

Friends of the Library

Carl Vitevitch, President of the Friends of the Elwood Public Library, presented the Board with a plaque recognizing the founding trustees, director and staff for their work.

Proposed 2009-2010 Meeting Dates:

There was a motion to approve the following schedule for Board meetings in 2009-2010:

July 30, 2009 (Annual Reorganization meeting)

September 17, 2009

October 15, 2009

November 19, 2009

January 21, 2010

February 11, 2010

March 18, 2010

April 15, 2010

May 20, 2010

June 17, 2010

(Grossman, Gabrielli; unanimous)

Staff Compensation

To be discussed in Executive Session.

Period for Public Expression

None.

Other

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

Executive Session

There was a motion to discuss particular employees' compensation during executive session. (Gabrielli, Koster; unanimous) The Board entered executive session at 8:25 pm. The Board exited the session at 8:45pm. There was a motion to approve the schedule of compensation as amended. (Clarke, Gabrielli, unanimous)

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