

Approved

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
held September 17, 2009 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.

Call to Order

Mr. Koster called the meeting to order at 7:33 pm. with a quorum present. The Pledge of Allegiance was recited.

Approval of Minutes – July 30, 2009

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

Agenda

There was a motion to adopt the agenda amended to include: Item C. under “Financial Report” (Approval of Transfer Authorization); Item A. under “New Business” (CCTV); Item B. under “New Business” (Vacant Space). (Lercher, Clarke; unanimous)

Correspondence

A letter from SCLS regarding nominations for and upcoming vacancy on the SCLS Board was received.

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 \$45,358.01 from the General Fund. (Lercher, Clarke; unanimous)

There was a motion to approve payment of July expenditures (Schedule 3) in the amount of \$600.00 from the Director’s Contingency Account. (Clarke, Gabrielli; unanimous)

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

There was a motion to approve payment of July payroll expenditures (Schedule 5) in the amount of \$75,566.84. (Clarke, Lercher; unanimous)

There was a motion to approve the summary of the transfer (schedule 6) in the amount of \$20,000 from the General Fund to the Capital Projects Fund. (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 \$14,619.46. (Clarke, Lercher; unanimous)

There was a motion to approve payment of August expenditures (Schedule 2) in the amount of \$75,768.70 from the General Fund. (Clarke, Lercher; unanimous)

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

There was a motion to approve payment of August expenditures (Schedule 4) in the amount of \$12,791.43 from the General Fund. (Gabrielli, Clarke; unanimous)

There was a motion to approve payment of August payroll expenditures (Schedule 5) in the amount of \$51,319.83. (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 \$56.25. (Clarke, Gabrielli; unanimous)

There was a motion to approve a transfer in the amount of \$25,000 from the General Fund to the Capital Projects Fund. (Lercher; Gabrielli; unanimous)

Personnel Report

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

Statistical Summary

Circulation statistics were presented by the Director. July and August were the two busiest months on record.

Staff Reports

Children's Services

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

Adult Reference

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

YA and Technical Services

Eileen Murphy, YA and Technical Services Librarian, prepared a report covering the months of July and August for review.

Accounting

Lisa Diana, Account Clerk, prepared a report covering the months of July and August 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) Library Activity (4) Audits (5) Future

Committee Reports

None.

Old Business

None.

New Business

CCTV

Mr. Squillante updated the Board on the receipt of quotes for the installation of a CCTV System for the library.

Vacant Space

The Board will investigate the status of the vacant space adjacent to the Library.

Period for Public Expression

None.

Other

The next Board meeting will be held on Thursday, October 15, 2009

Executive Session

None.

Adjourn

There being no further business, there was a motion to adjourn the meeting at 8:32pm. (Lercher, Clarke; unanimous)

Respectfully submitted,

Susanne Lercher, Secretary