

Approved

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
ELWOOD PUBLIC LIBRARY DISTRICT
Held, March 12, 2026 at
Elwood Public Library, East Northport, NY**

Present

John Gaynor, President
Randall Koster, Finance Officer
Marla Band, Secretary
Trisha Johnston, Trustee

Absent

Nadine Araoz-Beuka, Vice-President

Also present

Elizabeth Sullivan, Library Director
Gianna Spadaro, Business Manager

Call to Order

Mr. Gaynor called the meeting to order at 6:30pm with a quorum present.

Agenda

There was a motion to adopt the agenda (Band, Johnston; unanimous)

Approval of the Minutes

There was a motion to approve the minutes of the February 12, 2026 board meeting. (Johnston, Koster; unanimous)

Period for Public Expression

Personnel Report

There was a motion to approve the Personnel Report. (Band, Johnston; unanimous)

Financial Report

The financial statements were presented.

There was a motion to approve Unpaid General Fund Expenditures (schedule 1) in the amount of \$87,520.40(Koster, Band; unanimous)

There was a motion to approve Unpaid and Paid General Fund Expenditures for the Director's Contingency Account (schedule 2) in the amount of \$4,293.65(Band, Johnston; unanimous)

There was a motion to approve General Fund Payroll Expenditures (schedule 3) in the amount of \$52,338.67(Johnston, Koster; unanimous)

Staff Reports

Elizabeth Sullivan, Library Director, discussed Staff Reports

Old Business

- A. There was a discussion regarding various repairs needed in the Library building.
- B. There was a motion to approve Librarians Jessica Toner and Nikki Martin, as well as Senior Library Clerk, Michele Orlando to attend the “2026 Long Island Library Conference” to be held at the Melville Marriot on Thursday, May 14, 2026 with reimbursement for conference registration not to exceed \$110.00. (Koster, Johnston; unanimous)
- C. There was discussion regarding the library MakerSpace equipment and space.

New Business

- A. A motion was made to approve the implementation of dental and vision insurance benefits for full-time staff members, with the employer contribution not to exceed \$65 per month. (Johnston, Koster; unanimous)
- B. There was discussion regarding the Annual State Report.

Executive Session

There was a motion to enter into executive session at 7:15PM for the purpose of discussing matters relating to real property, and a personnel matter relating to the employment history of a particular individual. (Band, Koster; unanimous)

There was a motion to come out of Executive Session at 8:05PM with no action taken. (Koster, Johnston; unanimous)

Other

- A. Public Information Meeting, Tuesday, April 7, 2026, 7:30PM
- B. Budget Vote and Trustee Election, Tuesday, April 14, 2026, 9:30AM-9PM
- C. Next Board Meeting, Thursday, April 16, 2026 at 6:30pm

Adjournment

There being no further business, there was a motion to adjourn the meeting at 8:10PM. (Koster, Johnston; unanimous)

Respectfully submitted,

Marla Band, Secretary