

LONGWOOD PUBLIC LIBRARY

Regular Board Meeting

January 17, 2018

The meeting was called to order at 7:00 pm by President Theresa Germano followed by the pledge to the flag. Library Trustees Gail Lynch-Bailey, Victor Massian Jr., Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, Principal Account Clerk Linda Guteres, and Secretary to the Board Mara Sigalas were present. Library Trustees Gretchen Cotton Rodney and Lauren O'Connell were absent with prior notice.

APPROVAL OF AGENDA

Gail Lynch-Bailey made a motion to approve the agenda as written. Seconded by Victor Massian Jr. Motion approved unanimously.

APPROVAL OF MINUTES FROM REGULAR BOARD MEETING

Victor Massian Jr. made a motion to approve the minutes of the Board Meeting of December 20, 2017. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

PERIOD OF PUBLIC EXPRESSION

None

TREASURER'S REPORT

Gail Lynch-Bailey made a motion to approve the Treasurer's Report dated December 31, 2017 with an opening balance of \$ 3,141,901.86 and a closing balance of \$ 3,316,920.47. Seconded by Victor Massian Jr. Motion approved unanimously.

APPROVAL OF WARRANTS & BUDGET EXPENDITURES

Gail Lynch-Bailey made a motion to approve L Credit Warrant # 29 in the amount of \$98,158.14. Seconded by Victor Massian Jr. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve L Warrant # 30 in the amount of \$100,380.57. Seconded by Victor Massian Jr. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve L Warrant # 31 in the amount of \$263,250.77. Seconded by Victor Massian Jr. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve L Warrant # 32 in the amount of \$163,048.12. Seconded by Victor Massian Jr. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve L Warrant # 33 in the amount of \$257,913.46. Seconded by Victor Massian Jr. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve T&A Warrant # 17 in the amount of \$167.73. Seconded by Victor Massian Jr. Motion approved unanimously.

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Gail Lynch-Bailey made a motion to approve T&A Warrant # 18 in the amount of \$137,752.91. Seconded by Victor Massian Jr. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve T&A Warrant # 19 in the amount of \$113,573.07. Seconded by Victor Massian Jr. Motion approved unanimously.

BUILDING FUND

Gail Lynch-Bailey made a motion to approve Building Fund H Warrant # 10 in the amount of \$12,305.72. Seconded by Victor Massian Jr. Motion approved unanimously.

CORRESPONDENCE AND UNFINISHED BUSINESS

None

NEW BUSINESS

RESOLUTIONS

2018-2019 OPERATING BUDGET

Gail Lynch-Bailey made a motion to approve the operating budget for the fiscal year 2018-2019 for the Longwood Public Library which shall be \$7,741,035 and includes the bond payment of \$1,148,656.25, for a total of which \$7,537,085 shall be raised by taxation. Seconded by Victor Massian Jr. Motion approved unanimously.

ELECTION OFFICIAL DESIGNATION

Victor Massian Jr. made a motion to approve the resolution to designate the officials to act at the Annual Election and Budget Vote of April 10, 2018. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

AMNESTY DAY

Victor Massian Jr. made a motion to approve the resolution declaring amnesty for all library materials on the day of the budget vote, April 10, 2018. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

MILEAGE REIMBURSEMENT

Victor Massian Jr. made a motion to approve the increase of staff mileage reimbursement effective January 17, 2018, in alliance with the IRS rate. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

CAPITAL EQUIPMENT DISCARD

Victor Massian Jr. made a motion to approve the discard of one Nook, Inventory # 1794. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

GENERAL DISCUSSION

None

EXECUTIVE SESSION MOTION

Gail Lynch-Bailey made a motion to move into executive session at 8:42 pm to discuss medical, financial, credit and employment histories of individual employees. Seconded by Victor Massian Jr. Gail Lynch-Bailey made a motion to move out of executive session mode at 9:10 pm. Seconded by Victor Massian Jr. Motion approved unanimously.

PERSONNEL REPORT

Gail Lynch-Bailey made a motion to accept the revised Personnel Report dated January 17, 2018 as presented. Seconded by Victor Massian Jr. Motion approved unanimously.

MOTION TO ADJOURN

Victor Massian Jr. made a motion to adjourn the meeting at 9:11 pm. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Secretary to the Board

Secretary of the Board