

Longwood Public Library
Board of Trustees Meeting Minutes
January 19, 2022
Kovarik Room

The meeting was called to order at 7:05 pm by President Gretchen Cotton Rodney. Library Trustees Gail Lynch-Bailey, Victor Massian Jr., Theresa Germano, Director Lisa Jacobs, Assistant Director Ann Hofbauer, and Secretary to the Board Mara Sigalas were in attendance. Lauren O'Connell was absent with prior notice.

Approval of Agenda

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

Approval of revised minutes from the December 15, 2021 Board Meeting

Gail Lynch-Bailey made a motion to approve the revised minutes from the December 15, 2021 Regular Board Meeting. Seconded by Victor Massian Jr. Motion approved unanimously.

Period of Public Expression

None

Treasurer's Report

Theresa Germano made a motion to approve the Treasurer's Report dated December 31, 2021 with an opening balance of \$5,109,481.12 and a closing balance of \$5,039,406.20. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Approval of Warrants

Theresa Germano made a motion to approve L Warrant #35 in the amount of \$300.00. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

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Theresa Germano made a motion to approve L Warrant #36 in the amount of \$14,843.88.
Seconded by Victor Massian Jr. Motion approved unanimously.

Theresa Germano made a motion to approve L Warrant #37 in the amount of \$412,781.52.
Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Theresa Germano made a motion to approve L Warrant #38 in the amount of \$237,477.79.
Seconded by Victor Massian Jr. Motion approved unanimously.

Theresa Germano made a motion to approve L Warrant #39 in the amount of \$461,341.61.
Seconded by Victor Massian Jr. Motion approved unanimously,

Theresa Germano made a motion to approve L Warrant #40 in the amount of \$417,927.95.
Seconded by Victor Massian Jr. Motion approved unanimously.

Correspondence

The Board reviewed two pieces of correspondence (one from William E. Gonyou, Long Island Cares and one from Ann Lehuta, AHRC Suffolk).

New Business

Gail Lynch-Bailey made a motion to approve the increase of the staff mileage reimbursement rate to 58.5 cents per mile in accordance with the IRS mileage rate, effective January 19, 2022.
Seconded by Victor Massian Jr. Motion approved unanimously

Theresa Germano made a motion to approve the resolution to designate officials to act at the Annual Election and Budget Vote of April 5, 2022. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

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Gail Lynch-Bailey made a motion to approve the operating budget for the fiscal year 2022-2023 for the Longwood Public Library which shall be \$8,441,304 and includes the bond payment of \$1,168,125, for a total of which of which \$8,108,304 shall be raised by taxation. Seconded by Theresa Germano. Motion approved unanimously.

Theresa Germano made a motion to approve the discard of:

1	Voyager MS9540 scanner-Adults/Reference desk	Inventory #	1606
1	Motorola walkie talkie-Custodial Department	Inventory #	1810
1	Motorola walkie talkie-Custodial Department	Inventory #	1811
1	Dell Optiplex 7440 desktop computer-Adults office/Librarian	Inventory #	2176
1	Dell Optiplex 7440 desktop computer-Children's office/Librarian	Inventory #	2179
1	Dell Optiplex 7440 desktop computer-Adults office/Librarian	Inventory #	2202
1	Dell Optiplex 7440 desktop computer-Tech services	Inventory #	2203
1	Dell Optiplex 7440 desktop computer-Children's office/Librarian	Inventory #	2205
1	Dell Optiplex 7440 desktop computer Children's office/Librarian	Inventory #	2218
1	Dell OptiPlex 7440 XCTO-Adults office/Librarian	Inventory #	2219
1	Dell OptiPlex 3040 SFF XCTO-Children's/Reference desk	Inventory #	2224
1	Dell Optiplex 7440 desktop computer-Adults office/Librarian	Inventory #	2225

Seconded by Gail Lynch-Bailey. Motion approved unanimously.

General Discussion

None

Executive Session Motion

Victor Massian Jr. made a motion to move into executive session at 7:33 pm to discuss medical, financial, credit, and employment histories of individual employees. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

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Gail Lynch-Bailey made a motion to move out of executive session at 8:31 pm. Seconded by Theresa Germano. Motion approved unanimously.

Personnel Report

Victor Massian Jr. made a motion to approve the personnel report dated January 19, 2022. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Motion to adjourn

Victor Massian Jr. made a motion to adjourn the meeting at 8:32 pm. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Secretary to the Board

Secretary of the Board