

Longwood Public Library  
Board of Trustees Meeting Minutes  
October 20, 2021  
Kovarik Room

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The meeting was called to order at 7:00 pm by President Gretchen Cotton Rodney, Library Trustees Gail Lynch-Bailey, Lauren O'Connell, Theresa Germano, Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, Secretary to the Board Mara Sigalas were in attendance. Trustee Victor Massian Jr. was not in attendance, with prior notice.

**Approval of Agenda**

Gail Lynch-Bailey made a motion to approve the agenda. Seconded by Lauren O'Connell. Motion approved unanimously.

**Approval of Minutes from the September 15, 2021 Board Meeting**

Gail Lynch-Bailey made a motion to approve the minutes of the September 15, 2021 Regular Board meeting. Seconded by Lauren O'Connell. Motion approved unanimously.

**Period of Public Expression**

None

**Treasurer's Report**

Lauren O'Connell made a motion to approve the Treasurer's Report dated September 30, 2021 with an opening balance of \$5,075,885.05 and a closing balance of \$5,143,628.45. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

### **Approval of Warrants**

Lauren O'Connell made a motion to approve L Warrant #15 in the amount of \$925.88. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #16 in the amount of \$377,057.11. Seconded by Theresa Germano. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #17 in the amount of \$13,626.25. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Credit Warrant #18 in the amount of \$7,079.71. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #19 in the amount of \$743,420.83. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #20 in the amount of \$399,422.32. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #21 in the amount of \$406,277.79. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

### **Correspondence**

None

## **New Business**

Lauren O'Connell made a motion to approve the implementation fee of \$1470.00 and annual license fee of \$8820.00, for the Innovative Mobile App from Innovative Interfaces, Inc. (Emeryville, CA). Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve the purchase of an Ultimaker 3D printer and accompanying supplies from Tequipment Incorporated (Huntington Station, NY), in the total amount of \$4850.35.

## **General Discussion**

None

## **Executive Session Motion**

Gail Lynch-Bailey made a motion to move into executive session at 8:17 pm to discuss medical, financial, credit and employment histories of individual employees. Seconded by Lauren O'Connell. Motion approved unanimously.

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

## **Personnel Report**

Theresa Germano made a motion to approve the personnel report dated October 20, 2021 as presented. Seconded by Lauren O'Connell. Motion approved unanimously.

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**Motion to Adjourn**

Lauren O'Connell made a motion to adjourn the meeting at 8:32 pm. Seconded by Theresa Germano. Motion approved unanimously.

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Secretary to the Board

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Secretary of the Board