

**LONGWOOD PUBLIC LIBRARY
BOARD OF TRUSTEES REGULAR MEETING MINUTES
NOVEMBER 15, 2023
KOVARIK ROOM**

The meeting was called to order at 7:07 pm by Vice President, Lauren O'Connell. Library Trustees, Gail Lynch-Bailey, Victor Massian Jr., Gretchen Rodney, Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, Business Manager Linda Guteres, and Secretary to the Director Mara Sigalas, were in attendance. Theresa Germano was absent with prior notice.

APPROVAL OF AGENDA

Gail Lynch-Bailey made a motion to approve the agenda. Seconded by Gretchen Rodney. Motion approved unanimously.

APPROVAL OF MINUTES FROM THE OCTOBER 18, 2023 REGULAR BOARD MEETING

Gail Lynch-Bailey made a motion to approve the minutes from the October 18, 2023 Regular Board Meeting. Seconded by Gretchen Rodney. Motion approved unanimously.

PERIOD OF PUBLIC EXPRESSION

Stephanie VanDenburg, President of Friends of the Library, addressed the Board.

TREASURER'S REPORT

Gail Lynch-Bailey made a motion to approve the Treasurer's Report dated October 31, 2023 with an opening balance of \$5,616,395.12 and a closing balance of \$5,973,189.48. Seconded by Gretchen Rodney. Motion approved unanimously.

APPROVAL OF WARRANTS

Gail-Lynch Bailey made a motion to approve L Warrant #22 in the amount of \$467,880.51. Seconded by Gretchen Rodney. Motion approved unanimously.

Gail-Lynch Bailey made a motion to approve L Warrant #23 in the amount of \$5,893.54. Seconded by Gretchen Rodney. Motion approved unanimously.

Gail-Lynch Bailey made a motion to approve L Warrant #24 in the amount of \$528,941.52. Seconded by Gretchen Rodney. Motion approved unanimously.

Gail-Lynch Bailey made a motion to approve L Credit Warrant #25 in the amount of \$356.38. Seconded by Gretchen Rodney. Motion approved unanimously.

Gail-Lynch Bailey made a motion to approve L Credit Warrant #26 in the amount of \$150.00. Seconded by Gretchen Rodney. Motion approved unanimously.

Gail-Lynch Bailey made a motion to approve L Warrant #27 in the amount of \$700,678.13. Seconded by Gretchen Rodney. Motion approved unanimously.

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Gail-Lynch Bailey made a motion to approve L Warrant #28 in the amount of \$476,366.71. Seconded by Gretchen Rodney. Motion approved unanimously.

Gail-Lynch Bailey made a motion to approve V Warrant #1 in the amount of \$158,687.50. Seconded by Gretchen Rodney. Motion approved unanimously.

CORRESPONDENCE AND UNFINISHED BUSINESS

None

PERIOD OF PUBLIC EXPRESSION

None

NEW BUSINESS

The Board reviewed the SCLS Board of Trustees ballot and directed the Library Director to cast ballots on their behalf.

Gail Lynch Bailey made a motion to approve the SCLS 2024 budget. Seconded by Gretchen Rodney. Motion approved unanimously.

EXECUTIVE SESSION MOTION

Victor Massian Jr. made a motion to move into executive session at 7:43 pm to discuss medical, financial, credit and employment histories of individual employees. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Gretchen Rodney made a motion to move out of executive session at 8:52 pm. Seconded by Victor Massian Jr. Motion approved unanimously.

PERSONNEL REPORT

Victor Massian Jr. made a motion to approve the personnel report dated November 15, 2023 as presented. Seconded by Gretchen Rodney. Motion approved unanimously.

MOTION TO ADJOURN

Victor Massian Jr. made a motion to adjourn the meeting at 8:57 pm. Seconded by Gretchen Rodney. Motion approved unanimously.

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Secretary to the Board

Secretary of the Board