

Longwood Public Library
Board of Trustees Meeting Minutes
November 17, 2021
Kovarik Room

The meeting was called to order at 7:01 pm by Vice-President Gail Lynch-Bailey. Library Trustees Theresa Germano, Lauren O'Connell, Victor Massian Jr., Director Lisa Jacobs, Assistant Director Ann Hofbauer, Business Manager Linda Guterres, and Secretary to the Board Mara Sigalas were in attendance. President Gretchen Cotton Rodney was late with prior notice.

Approval of Agenda

Lauren O'Connell made a motion to approve the agenda. Seconded by Victor Massian Jr. Motion approved unanimously.

Approval of Minutes from the October 20, 2021 Board Meeting

Lauren O'Connell made a motion to approve the minutes from the October 20, 2021 Regular Board Meeting. Seconded by Victor Massian Jr. Motion approved unanimously.

Period of Public Expression

None

Treasurer's Report

Lauren O'Connell made a motion to approve the Treasurer's Report dated 10/31/2021 with an opening balance of \$5,143,628.45 and a closing balance of \$4,996,149.41. Seconded by Victor Massian Jr. Motion approved unanimously.

Approval of Warrants

Lauren O'Connell made a motion to approve L Warrant #22 in the amount of \$383.29. Seconded by Victor Massian Jr. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Credit Warrant #23 in the amount of \$874.98. Seconded by Victor Massian Jr. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #24 in the amount of \$4,878.90. Seconded by Victor Massian Jr. Motion approved unanimously.

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Lauren O'Connell made a motion to approve L Warrant #25 in the amount of \$439,562.91.
Seconded by Theresa Germano. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #26 in the amount of \$255,250.34.
Seconded by Theresa Germano. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #27 in the amount of \$401,333.21.
Seconded by Theresa Germano. Motion approved unanimously.

Correspondence

None

New Business

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

Theresa Germano made a motion to approve the proposed SCLS Fiscal Year 2022 Operating Budget. Seconded by Lauren O'Connell. Motion approved unanimously.

Lauren O'Connell made a motion to approve the discard of:

- 1 Adult OPAC TSP650 receipt printer Inventory # 1904
- 1 Children's reservation TSP650 receipt printer Inventory # 1912
- 1 Dell OptiPlex 7440 Computer (Teens) Inventory # 2180
- 1 Dell OptiPlex 7440 Computer (Teens) Inventory # 2181
- 1 Dell OptiPlex 7440 Computer (Adults) Inventory # 2206
- 1 Dell OptiPlex 7440 Computer (Teens) Inventory # 2207
- 1 Dell OptiPlex 7440 Computer (Adults) Inventory # 2220
- 1 Dell OptiPlex 7440 Touchscreen Computer Inventory # 2231
- 1 Dell OptiPlex 7440 Touchscreen Computer Inventory # 2236
- 1 Dell OptiPlex 9020 Inventory # 1872
- 1 Dell OptiPlex 9020 Inventory # 1874
- 1 Dell OptiPlex 7440 Inventory # 2178

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1 Dell OptiPlex 7440 Inventory # 2182

1 Dell OptiPlex 5040 Inventory # 2198

1 Dell OptiPlex 7440 Inventory # 2209

1 Dell OptiPlex 7440 Inventory # 2210

1 Dell OptiPlex 7440 Inventory # 2215

1 Dell OptiPlex 7440 Inventory # 2235

Seconded by Theresa Germano. Motion approved unanimously.

General Discussion

None

Executive Session Motion

Victor Massian Jr. made a motion to move into executive session at 8:06 pm to discuss medical, financial, credit, and employment histories of individual employees. Seconded by Lauren O'Connell. Motion approved unanimously.

Victor Massian Jr. made a motion to move out of executive session at 8:45 pm. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Personnel Report

Victor Massian Jr. made a motion to approve the personnel report dated November 17, 2021. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Motion to adjourn

Victor Massian Jr. made a motion to adjourn the meeting at 8:46 pm. Seconded by Lauren O'Connell. Motion approved unanimously.

Secretary to the Board

Secretary of the Board