

Longwood Public Library
Board of Trustees Meeting Minutes
February 15, 2023
Kovarik Room

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

Approval of Agenda

Lauren O'Connell made a motion to approve the agenda. Seconded by Theresa Germano. Motion approved unanimously.

Approval of Minutes from the January 18, 2023 Board Meeting

Gretchen Rodney made a motion to approve the minutes from the January 18, 2023 Board Meeting. Seconded by Theresa Germano. Motion approved unanimously.

Introducing Board of the Friends of the Library

Ann Hofbauer introduced the five officers of the Board of the Friends of the Library. They were welcomed by Gail Lynch-Bailey.

Period of Public Expression

Friends of the Library Officers, Jay Orlikoff, Stephanie Van Denburg, Edythe Budke, Mary Ann Monteleone, and Christine Saas addressed the Board of Trustees.

Treasurer's Report

Victor Massian Jr. made a motion to approve the Treasurer's Report dated January 31, 2023 with an opening balance of \$5,436,208.68 and a closing balance of \$5,602,224.50. Seconded by Gretchen Rodney. Motion approved unanimously.

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Approval of Warrants

Victor Massian Jr. made a motion to approve L Warrant #41 in the amount of \$50.00. Seconded by Theresa Germano. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant #42 in the amount of \$477,127.38. Seconded by Gretchen Rodney. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Credit Warrant #43 in the amount of \$15,144.82. Seconded by Gretchen Rodney. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant #44 in the amount of \$20,049.64. Seconded by Gretchen Rodney. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant #45 in the amount of \$491,489.26. Seconded by Gretchen Rodney. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant #46 in the amount of \$281,514.04. Seconded by Gretchen Rodney. Motion approved unanimously.

Correspondence and Unfinished Business

None

Period of Public Expression

President of the Friends of the Library, Jay Orlikoff, addressed the Board of Trustees.

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New Business

Lauren O'Connell made a motion to approve the purchase of 3 Dell XPS 17 9720 Laptops (Dell.com), in the total amount of \$6,828.45. Seconded by Gretchen Rodney. Motion approved unanimously.

Lauren O'Connell made a motion to approve the revisions to policies 700-10 Borrower Registration and 700-50 Loan Rules and Borrowing Privileges. Seconded by Gretchen Rodney. Motion approved unanimously.

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

1 Dell OptiPlex 3040 SFF XCTO Desktop Computer, Inventory # 2226

1 Planar PLL2770W 27" Computer Monitor, Inventory # 2026

1 Dell OptiPlex 7440 Desktop Computer, Inventory # 2177

1 Dell OptiPlex 7440 Desktop Computer, Inventory# 2183

Seconded by Gretchen Rodney, motion approved unanimously.

Executive Session Motion

Victor Massian Jr. made a motion to move into executive session at 7:32 pm to discuss medical, financial, credit and employment histories of individual employees. Seconded by Theresa Germano. Motion approved unanimously.

Victor Massian Jr. made a motion to move out of executive session at 9:24 pm. Seconded by Gretchen Rodney. Motion approved unanimously.

Personnel Report

Victor Massian Jr made a motion to approve the revised personnel report dated February 15, 2023 as presented. Seconded by Lauren O'Connell. Motion approved unanimously.

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Motion to Adjourn

Victor Massian Jr. made a motion to adjourn the meeting at 9:25 pm. Seconded by Gretchen Rodney. Motion approved unanimously.

Secretary to the Board

Secretary of the Board