

The meeting was called to order at 7:03 pm by President Theresa Germano followed by the pledge to the flag. Library Trustees Gail Lynch-Bailey, Victor Massian Jr., Lauren O'Connell, Gretchen Cotton Rodney, Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, Principal Account Clerk Linda Guterres, and Secretary to the Board Mara Sigalas were present.

Approval of Agenda

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

1000 Books Before Kindergarten Certificate Presentation

The Board recognized a young patron that completed the 1000 Books Before Kindergarten program.

Year End Audit Report

Al Coster of Baldessari & Coster, LLP made a presentation to the Board of Trustees concerning the audit of the finances of the Longwood Public Library for the year ending June 30, 2018.

Approval of Minutes from September 19, 2018 Regular Board Meeting

Lauren O'Connell made a motion to approve the minutes of the September 19, 2018 Regular Board Meeting. Seconded by Gail Lynch-Bailey. 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, 2018 with an opening balance of \$3,491,959.18 and a closing balance of \$3,668,096.85. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Approval of Warrants

Lauren O'Connell made a motion to approve L Credit Warrant #13 in the amount of \$12,989.07. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #14 in the amount of \$249,838.34. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #15 in the amount of \$59,494.20. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #16 in the amount of \$282,996.33. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #17 in the amount of \$733,355.44. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #18 in the amount of \$264,017.41. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve T&A Warrant #8 in the amount of \$501.53. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve T&A Warrant #9 in the amount of \$109,237.02. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve T&A Warrant #10 in the amount of \$148,868.04. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Building Fund

Lauren O'Connell made a motion to approve Building Fund H Warrant #4 in the amount of \$2,701.00. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve Building Fund H Warrant #5 in the amount of \$12,887.58. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Correspondence and Unfinished Business

The board reviewed two letters (SCLS).

New Business

Lauren O'Connell made a motion to approve the resolution authorizing the deposit of the Town of Brookhaven I.D.A. PILOT fund check #448644 in the amount of \$15,479.14, of which \$7,115.76 exceeds the anticipated PILOT revenue line. The \$7,115.76 will be used for additional expenses in the Building Equipment Maintenance line. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to authorize the transfer of \$4,128.00 from the Trust & Agency Fund to the General Fund. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve the revisions made to policy 700-50 Loan Rules and Borrowing Privileges and Policy 400-90 Sexual Harassment. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve the discard of Voyager, MS9540 Handheld Scanner. 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 8:41pm to discuss medical, financial, credit and employment histories of individual employees. Seconded by Lauren O'Connell. Motion approved unanimously. Lauren O'Connell made a motion to move out of executive session at 9:29 pm. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Personnel Report

Gail Lynch-Bailey made a motion to accept the Personnel Report dated October 17, 2018 as presented. Seconded by Lauren O'Connell. Motion approved unanimously.

Motion to Adjourn

Gail Lynch-Bailey made a motion to adjourn the meeting 9:30 pm. Seconded by Lauren O'Connell. Motion approved unanimously.

Regular Board Meeting

October 17, 2018

Secretary to the Board

Secretary of the Board