

Longwood Public Library
Board of Trustees Meeting Minutes
November 16, 2022
Kovarik Room

The meeting was called to order at 7:02 pm by President Gail Lynch-Bailey. Library Trustees, Victor Massian Jr., Theresa Germano, Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, Business Manager Linda Guterres, and Secretary to the Board Mara Sigalas were in attendance. Lauren O'Connell and Gretchen Rodney were absent with prior notice.

Approval of Agenda

Theresa Germano made a motion to approve the agenda. Seconded by Victor Massian Jr. Motion approved unanimously.

Approval of Minutes from the October 19, 2022 Board Meeting

Theresa Germano made a motion to approve the minutes from the October 19, 2022 Board meeting. Seconded by Victor Massian Jr. Motion approved unanimously.

Period of Public Expression

Vice President of the Friends of the Library, Stephanie Van Denburg, introduced herself to the trustees.

Treasurer's Report

Victor Massian Jr. made a motion to approve the Treasurer's Report dated October 31, 2022 with an opening balance of \$5,590,793.83 and a closing balance of \$5,689,193.37. Seconded by Theresa Germano. Motion approved unanimously.

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Approval of Warrants

Victor Massian Jr. made a motion to approve L Warrant #23 in the amount of \$79.26. Seconded by Theresa Germano. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant #24 in the amount of \$475,634.42. Seconded by Theresa Germano. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant #25 in the amount of \$98,218.19. Seconded by Theresa Germano. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Credit Warrant #26 in the amount of \$250.00. Seconded by Theresa Germano. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant #27 in the amount of \$606,035.25. Seconded by Theresa Germano. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant #28 in the amount of \$420,050.59. Seconded by Theresa Germano. Motion approved unanimously.

Victor Massian Jr. made a motion to approve V Warrant #1 in the amount of \$169,062.50. Seconded by Theresa Germano. Motion approved unanimously.

New Business

Theresa Germano made a motion to approve the award of bi-monthly newsletter printing and mailing, beginning in 2023 to Atlantic Color Corp. (Shirley, NY) for \$8,135.25. Seconded by Victor Massian Jr. Motion approved unanimously.

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Theresa Germano made a motion to approve the award of the snow removal contract for the winter season of 2022-2023 to Heidrich Landscaping (Coram, NY) for \$8,300.00. Seconded by Victor Massian Jr. Motion approved unanimously.

Theresa Germano made a motion to approve the purchase of 17 Dell OptiPlex 5400 AIO Desktop Computers from Dell.com in the amount of \$18,589.50. Seconded by Victor Massian Jr. Motion approved unanimously.

Theresa Germano made a motion to approve the purchase of wireless access points, from CDW-G, in the amount of \$7,121.00. Seconded by Victor Massian Jr. Motion approved unanimously.

Theresa Germano made a motion to approve the SCLS 2023 Budget. Seconded by Victor Massian Jr. Motion approved unanimously.

Correspondence and Unfinished Business

None

Period of Public Expression

None

Executive Session Motion

Victor Massian Jr. made a motion to move into executive session at 7:35 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 8:38 pm. Seconded by Theresa Germano. Motion approved unanimously.

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Personnel Report

Victor Massian Jr. made a motion to approve the personnel report dated November 16, 2022 as presented. Seconded by Theresa Germano. Motion approved unanimously.

Motion to Adjourn

Victor Massian Jr. made a motion to adjourn the meeting at 8:39. Seconded by Lauren O'Connell. Motion approved unanimously.

Secretary to the Board

Secretary of the Board