

The meeting was called to order at 7:06 pm by President Theresa Germano followed by the pledge to the flag. Library Trustees Gail Lynch-Bailey, 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. Lauren O'Connell was late with prior notice at 7:20 pm. Victor Massian Jr. was late with prior notice at 7:58 pm.

Approval of Agenda

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

Advanced Division Battle of the Books Certificate Presentation

The Board recognized Longwood's ADB Team as County Champions as well as coaches Jan Miller, Rebecca Goldstein and Tiffany Russo-Malone.

Approval of Minutes from November 14, 2018 Regular Board Meeting

Gail Lynch-Bailey made a motion to approve the minutes of the November 14, 2018 Regular Board Meeting. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Period of Public Expression

None

Treasurer's Report

Lauren O'Connell made a motion to approve the Treasurer's Report dated November 30, 2018 with an opening balance of \$3,350,711.26 and a closing balance of \$3,354,650.49. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Approval of Warrants

Lauren O'Connell made a motion to approve L Warrant #23 in the amount of \$274,041.91. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #24 in the amount of \$56,977.03. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Credit Warrant #25 in the amount of \$2,094.12. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #26 in the amount of \$272,072.15. Seconded by Gail Lynch-Bailey . Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #27 in the amount of \$201,563.39. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #28 in the amount of \$262,112.14. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve T&A Warrant #14 in the amount of \$1,696.79. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve T&A Warrant #15 in the amount of \$120,997.97. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve T&A Warrant #16 in the amount of \$141,86.84. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve T&A Warrant #17 in the amount of \$115,161.26. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Building Fund

Lauren O'Connell made a motion to approve Building Fund H Warrant #9 in the amount of \$8,597.92. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Correspondence and Unfinished Business

None

New Business

Lauren O'Connell made a motion to approve revisions to Policy 400-50 Employee Breaks, Meals and Overtime, 500-30 Inclement Weather and 600-151 Confidentiality of Library Records. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve the discard of one Lexmark MS810 printer, Inventory #1851. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to award the snow removal contract for December 1, 2018 through April 2019 to All Island Landscape & Masonry Design, Ridge, NY. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

General Discussion

None

Executive Session Motion

Lauren O'Connell made a motion to move into executive session at 8:41pm to discuss medical, financial, credit and employment histories of individual employees. Seconded by Victor Massian Jr. Motion approved unanimously. Gail Lynch-Bailey made a motion to move out of executive session at 9:03 pm. Seconded by Lauren O'Connell. Motion approved unanimously.

Personnel Report

Lauren O'Connell made a motion to accept the Personnel Report dated December 19, 2018 as presented. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Motion to Adjourn

Lauren O'Connell made a motion to adjourn the meeting at 9:05 pm. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Secretary to the Board

Secretary of the Board