

Longwood Public Library
Board of Trustees Meeting Minutes
May 17, 2023
Kovarik Room

The meeting was called to order at 7:03 pm by President Gail Lynch-Bailey. Library Trustees, Theresa Germano, Gretchen Rodney, Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, Business Manager Linda Guteres, and Secretary to the Director Mara Sigalas were in attendance. Lauren O'Connell was absent with prior notice. Victor Massian Jr. arrived at 7:54 pm.

Approval of Revised Agenda

Theresa Germano made a motion to approve the revised agenda. Seconded by Gretchen Rodney. Motion approved unanimously.

Approval of Minutes from the April 19, 2023 Board Meeting

Theresa Germano made a motion to approve the minutes from the April 19, 2023 Board Meeting. Seconded by Gretchen Rodney. Motion approved unanimously.

Period of Public Expression

None

Treasurer's Report

Gretchen Rodney made a motion to approve the Treasurer's Report dated April 30, 2023 with an opening balance of \$5,834,173.35 and a closing balance of \$6,027,249.10. Seconded by Theresa Germano. Motion approved unanimously.

Approval of Warrants

Gretchen Rodney made a motion to approve L Warrant #60 in the amount of \$145.99. Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant #61 in the amount of \$6,940.05. Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant #62 in the amount of \$468,496.06. Seconded by Theresa Germano. Motion approved unanimously.

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Gretchen Rodney made a motion to approve L Credit Warrant #63 in the amount of \$244.85.
Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant #64 in the amount of \$342,173.10.
Seconded by Theresa Germano. Motion approved unanimously.

Correspondence and Unfinished Business

None

Period of Public Expression

Stephanie VanDenburg, President of Friends of the Library, addressed the board.

New Business

Theresa Germano made a motion to appoint Baldessari & Coster, LLP as board auditors at a not to exceed fee of \$14,350 for fiscal year 2023-2024. Any additional services that the library may require will be billed at a rate of \$205 to \$240 per hour for partner and \$75 to \$200 per hour for staff. Seconded by Gretchen Rodney. Motion approved unanimously.

Theresa Germano made a motion to approve the one-year subscription license renewal of Malwarebytes Endpoint protection and response from Computer Discount Warehouse-Government (CDWG) (Chicago, IL) for or a total of \$8,604.00. Seconded by Gretchen Rodney. Motion approved unanimously.

Executive Session Motion

Gretchen Rodney made a motion to move into executive session at 7:48 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 8:07 pm. Seconded by Theresa Germano . Motion approved unanimously.

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Personnel Report

Gretchen Rodney made a motion to approve the personnel report dated May 17, 2023 as presented. Seconded by Theresa Germano. Motion approved unanimously.

Motion to Adjourn

Victor Massian Jr. made a motion to adjourn the meeting at 8:08 pm. Seconded by Theresa Germano. Motion approved unanimously.

Secretary to the Board

Secretary of the Board