

Longwood Public Library
Board of Trustees Meeting Minutes
July 20, 2022
Kovarik Room

The meeting was called to order at 7:06 pm by President Gail Lynch-Bailey. Library Trustees Theresa Germano, Lauren O'Connell, Victor Massian Jr., Director Lisa Jacobs, Assistant Director Ann Hofbauer, Business Manager Linda Guteres, and Secretary to the Board Mara Sigalas were in attendance. Gretchen Rodney was absent with prior notice.

Approval of Agenda

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

Approval of Minutes from the June 15, 2022 Board Meeting

Lauren O'Connell made a motion to approve the minutes from the June 15, 2022 Board Meeting. Seconded by Theresa Germano. Motion approved unanimously.

Approval of Minutes from July 6, 2022 Reorganizational Meeting

Lauren O'Connell made a motion to approve the minutes from the July 6, 2022 Reorganizational Meeting. Seconded by Victor Massian Jr. Motion approve unanimously.

Period of Public Expression

No members of the public were present.

Treasurer's Report

Victor Massian Jr. made a motion to approve the Treasurer's Report dated June 30, 2022 with an opening balance of \$5,083,569.28 and a closing balance of \$5,099,555.16. Seconded by Theresa Germano. Motion approved unanimously.

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Approval of Warrants

Victor Massian Jr. made a motion to approve L Warrant #75 in the amount of \$459,523.72.
Seconded by Lauren O'Connell. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant #1 in the amount of \$2,290.06.
Seconded by Theresa Germano. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant #2 in the amount of \$374,756.05.
Seconded by Theresa Germano. Motion approved unanimously.

Correspondence

The Board reviewed a memo from SCLS Director Kevin Verbese regarding new population figures for libraries in Suffolk County.

New Business

Theresa Germano made a motion to approve the revision of policy 600-35 Designated Spaces and the deletion of policy 300-45 Part-Time Employees. Seconded by Lauren O'Connell.
Motion approved unanimously.

Theresa Germano made a motion to approve the discard of:

- | | | | |
|---|---|-------------|----------------|
| 2 | Zebra TLP 2844 label printers
(Technical Services) | Inventory # | 1503 & 1714 |
| 3 | Voyager MS9540 scanners
(Adult Reference & Teen Reference) | Inventory # | 1291,1294,1609 |
| 1 | Bayscan TT027-50 Label Maker | Inventory # | 1633 |

Seconded by Lauren O'Connell. Motion approved unanimously,

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General Discussion

None

Executive Session Motion

Victor Massian Jr. made a motion to move into executive session at 7:33 pm to discuss medical, financial, credit, and employment histories of individual employees. Seconded by Lauren O'Connell. Motion approved unanimously.

Victor Massian Jr. made a motion to move out of executive session at 7:58 pm. Seconded by Theresa Germano. Motion approved unanimously.

Personnel Report

Victor Massian Jr. made a motion to approve the personnel report dated July 20, 2022. Seconded by Lauren O'Connell. Motion approved unanimously.

Motion to adjourn

Victor Massian Jr. made a motion to adjourn the meeting at 7:59 pm. Seconded by Theresa Germano. Motion approved unanimously.

Secretary to the Board

Secretary of the Board

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