

**LONGWOOD PUBLIC LIBRARY
BOARD OF TRUSTEES REGULAR MEETING MINUTES
JULY 19, 2023
KOVARIK ROOM**

The meeting was called to order at 7:21 pm by President Theresa Germano. Library Trustees, Gail Lynch-Bailey, Lauren O'Connell, Victor Massian Jr., Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, and Secretary to the Director Mara Sigalas were in attendance. Gretchen Rodney was absent with prior notice.

APPROVAL OF AGENDA

Lauren O'Connell made a motion to approve the agenda. Seconded by Victor Massian Jr. Motion approved unanimously.

APPROVAL OF MINUTES FROM THE JUNE 21, 2023 BOARD MEETING

Victor Massian Jr. made a motion to approve the minutes from the June 21, 2023 Board Meeting. Seconded by Lauren O'Connell. Motion approved unanimously.

PERIOD OF PUBLIC EXPRESSION

None

FINANCIAL REPORTS

The financial reports were reviewed by the Board.

APPROVAL OF WARRANTS

Gail Lynch-Bailey made a motion to approve L Warrant #73 in the amount of \$673.57 . Seconded by Lauren O'Connell. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve L Warrant #74 in the amount of \$446,343.36. Seconded by Lauren O'Connell. Motion approved unanimously.

Gail Lynch-Bailey made a motions to approve L Warrant #75 in the amount of \$1,693.98. Seconded by Lauren O'Connell. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve L Warrant #76 in the amount of \$508,490.43. Seconded by Lauren O'Connell. Motion approved unanimously.

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Gail Lynch-Bailey made a motion to approve L Warrant #1 in the amount of \$380,896.68.

Seconded by Lauren O'Connell.

Gail Lynch-Bailey made a motion to approve L Warrant #2 in the amount of \$88.29. Seconded by Lauren O'Connell. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve L Credit Warrant #3 in the amount of \$921.80.

Seconded by Lauren O'Connell. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve L Warrant #4 in the amount of \$672,855.29.

Seconded by Lauren O'Connell. Motion approved unanimously.

REVENUE REPORT

The revenue report was reviewed by the Board.

CORRESPONDENCE AND UNFINISHED BUSINESS

None

PERIOD OF PUBLIC EXPRESSION

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

NEW BUSINESS

None

EXECUTIVE SESSION MOTION

Gail Lynch-Bailey made a motion to move into executive session at 8:09 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 8:49 pm. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

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PERSONNEL REPORT

Victor Massian Jr. made a motion to approve the personnel report dated July 19, 2023 as presented. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

MOTION TO ADJOURN

Victor Massian Jr. made a motion to adjourn the meeting at 8:50 pm. Seconded by Gail Lynch Bailey. Motion approved unanimously.

Secretary to the Board

Secretary of the Board