

Longwood Public Library

Board of Trustees Regular Meeting Minutes

March 25, 2026

Kovarik Room

The meeting was called to order at 7:02 pm by President Victor Massian Jr., Library Trustees Clayton Hudson, Tracy Caliendo, Gretchen Rodney, Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, and Principal Account Clerk Kathleen Perrone were in attendance. Gail Lynch-Bailey was absent with prior notice.

Approval of Agenda

Gretchen Rodney made a motion to approve the agenda. Seconded by Clayton Hudson. Motion approved unanimously.

Approval of Minutes from the February 25, 2026 Regular Board Meeting

Gretchen Rodney made a motion to approve the minutes from the February 25, 2026 Regular Board Meeting. Seconded by Clayton Hudson. Motion approved unanimously.

Public Presentation of the 2026-2027 Operating Budget Proposal

The Board of Trustees and Library Director presented the 2026-2027 operating budget proposal.

Period of Public Expression

None

Treasurer's Report

Clayton Hudson made a motion to approve the Treasurer's Report dated February 28, 2026 with an opening balance of \$5,606,498.04 and a closing balance of \$6,567,508.12. Seconded by Gretchen Rodney. Motion approved unanimously.

Approval of Warrants

- **Warrant L-47**

Clayton Hudson made a motion to approve Warrant L-47 for a total of \$1,307.99. Seconded by Gretchen Rodney. Motion approved unanimously.

- **Warrant L-48**

Clayton Hudson made a motion to approve Warrant L-48 for a total of \$526,202.53. Seconded by Gretchen Rodney. Motion approved unanimously.

- **Warrant L-49**

Clayton Hudson made a motion to approve Warrant L-49 for a total of \$559,580.44. Seconded by Tracy Caliendo. Motion approved unanimously.

- **Warrant L-50**

Clayton Hudson made a motion to approve Warrant L-50 for a total amount of \$0.00. Seconded by Tracy Caliendo. Motion approved unanimously.

- **Warrant L-51**

Clayton Hudson made a motion to approve Warrant L-51 for a total of \$571,755.79. Seconded by Tracy Caliendo. Motion approved unanimously.

- **Credit Warrant L-52**

Clayton Hudson made a motion to approve Credit Warrant L-52 for a total of \$1,075.00.
Seconded by Tracy Caliendo. Motion approved unanimously

Correspondence and Unfinished Business

None

Period of Public Expression

None

New Business

- **Campus Maintenance-Mowing and Weeding**

Victor Massian Jr. made a motion to approve the mowing and weeding contract for the 2026, 2027, and 2028 season, as listed. Seconded by Tracy Caliendo. Motion approved unanimously.

- **Heidrich Landscaping, Coram NY**

Total for 2026 Season.....	\$10,277.60
Total for 2027 Season.....	\$11,305.36
Total for 2028 Season.....	\$12,435.90

Executive Session Motion

Tracy Caliendo made a motion to move into executive session at 7:55 pm to discuss medical, financial, credit and employment histories of individual employees. Seconded by Clayton Hudson. Motion approved unanimously.

Victor Massian Jr. made a motion to move out of executive session at 8:45 pm. Seconded by Gretchen Rodney. Motion approved unanimously.

Personnel Report

Gretchen Rodney made a motion to approve the personnel report dated March 25, 2026 as presented. Seconded by Victor Massian Jr. Motion approved unanimously.

Motion to Adjourn

Victor Massian Jr. made a motion to adjourn the meeting at 8:46 pm. Seconded by Gretchen Rodney. Motion approved unanimously.

Secretary to the Board

Secretary of the Board