

Regular Board Meeting

April 17, 2019

The meeting was called to order at 7:04 pm by President Theresa Germano followed by the pledge to the flag. Library Trustees Gail Lynch-Bailey, Gretchen Cotton Rodney, Lauren O'Connell, Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, Principal Account Clerk Linda Guterres, and Secretary to the Board Mara Sigalas were present. Victor Massian Jr. was absent with prior notice.

### **Approval of Agenda**

Lauren O'Connell made a motion to approve the agenda. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

### **Approval of Minutes from March 20, 2019 Regular Board Meeting**

Gail Lynch-Bailey made a motion to approve the minutes of the March 20, 2019 Regular Board Meeting as amended. Seconded by Lauren O'Connell. Motion approved unanimously.

### **Period of Public Expression**

None

### **Treasurer's Report**

Lauren O'Connell made a motion to approve the Treasurer's Report dated March 31, 2019 with an opening balance of \$3,758,736.22 and a closing balance of \$4,009,822.32. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

### **Approval of Warrants**

Lauren O'Connell made a motion to approve L Credit Warrant #45 in the amount of \$5,333.03. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #46 in the amount of \$4,768.08. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #47 in the amount of \$193,291.83. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Lauren O'Connell made a motion to approve L Warrant #48 in the amount of \$273,800.27. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Lauren O'Connell made a motion to approve T Warrant #29 in the amount of \$547.11. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

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Lauren O'Connell made a motion to approve T&A Warrant #30 in the amount of \$116,931.09. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Lauren O'Connell made a motion to approve T&A Warrant #31 in the amount of \$144,914.49. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

### **Building Fund**

Lauren O'Connell made a motion to approve Building Fund H Warrant #13 in the amount of \$1,246.77. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

### **Correspondence and Unfinished Business**

The board reviewed 1 piece of correspondence (thank you letter from Coram Civic Association).

### **New Business**

Lauren O'Connell made a motion to approve the revisions to Policy 500-50 Public Access Defibrillation (was Public Assistance Defibrillation) and update to Policy 500-50a Public Access Defibrillation Form. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

Lauren O'Connell made a motion to approve the fabrication of one Teen Department desk and staff lounge tables and chairs by A.R. KROPP CO. & SONS (Bayshore, NY), NYS Contract PC68432, in the amount of \$4,700.77. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve the fabrication of one countertop and one credenza for the staff lounge by A.R. KROPP CO. & SONS (Bayshore, NY), NYS Contract PC68281, in the amount of \$3,543.28. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve the fabrication of one sofa, three chairs, one coffee table and one end table for the staff lounge by A.R. KROPP CO. & SONS (Bayshore, NY), NYS Contract PC68336, in the amount of \$10,302.81. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve the discard of one Dell Latitude E5430 (Inventory #1802), one Dell Latitude 5430 (Inventory #1820), one Lexmark T644 (Inventory #1431), one Lexmark T650N (Inventory #1617). Seconded by Gretchen Cotton Rodney. Motion approve unanimously.

### **General Discussion**

None

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**Executive Session Motion**

Gail Lynch-Bailey made a motion to move into executive session at 8:52 pm to discuss medical, financial, credit and employment histories of individual employees. Seconded by Lauren O'Connell. Motion approved unanimously.

Lauren O'Connell made a motion to move out of executive session at 9:01 pm. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

**Personnel Report**

Gail Lynch-Bailey made a motion to accept the Personnel Report dated April 17, 2019, as presented. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

**Motion to Adjourn**

Gail Lynch-Bailey made a motion to adjourn the meeting at 9:03 pm. Seconded by Lauren O'Connell. Motion approved unanimously.

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Secretary to the Board

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Secretary of the Board