

LONGWOOD PUBLIC LIBRARY
BOARD OF TRUSTEES REGULAR MEETING MINUTES
APRIL 17, 2024
KOVARIK ROOM

The meeting was called to order at 7:08 pm by Vice President, Lauren O'Connell. Library Trustees Gail Lynch-Bailey, Gretchen Rodney, Trustee Elect Clayton A. Hudson, Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, Business Manager Linda Guterres, and Secretary to the Director Mara Sigalas were in attendance. Victor Massian Jr. arrived at 7:20 pm.

APPROVAL OF AGENDA

Gretchen Rodney made a motion to approve the agenda. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

APPROVAL OF MINUTES FROM THE MARCH 27, 2024 REGULAR BOARD MEETING

Gretchen Rodney made a motion to approve the minutes from the March 27, 2024 Regular Board Meeting. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

PERIOD OF PUBLIC EXPRESSION

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

TREASURER'S REPORT

Gail Lynch-Bailey made a motion to approve the Treasurer's Report dated March 31, 2024 with an opening balance of \$5,593,147.59 and a closing balance of \$5,803,682.66. Seconded by Gretchen Rodney. Motion approved unanimously.

APPROVAL OF WARRANTS

Gail Lynch-Bailey made a motion to approve L Warrant 53 in the amount of \$2,763.66. Seconded by Gretchen Rodney. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve L Warrant 54 in the amount of \$495,288.00. Seconded by Gretchen Rodney. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve L Warrant 55 in the amount of \$515,766.56. Seconded by Gretchen Rodney. Motion approved unanimously.

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Gail Lynch-Bailey made a motion to approve L Warrant 56 in the amount of \$6,964.20. Seconded by Gretchen Rodney. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve L Warrant 57 in the amount of \$265,485.48. Seconded by Gretchen Rodney. Motion approved unanimously.

CORRESPONDENCE AND UNFINISHED BUSINESS

The Board reviewed a letter from patron, Sarah Kraft and an email from patron, Nicole Granito.

PERIOD OF PUBLIC EXPRESSION

none

NEW BUSINESS

Gretchen Rodney made a motion to appoint Clayton A. Hudson to the Library Board of Trustees, to fill the unexpired term of Theresa Germano. This term expires on June 30, 2024. Seconded by Gail Lynch-Bailey. Motion approved unanimously. The Oath of Office was taken by Clayton A. Hudson.

Victor Massian Jr. made a motion to approve the discard of one LEXMARK CS410dn Network Printer (Inventory #2255) and one Dell Inspiron 3793 Laptop (Inventory #2404). Seconded by Gretchen Rodney. Motion approved unanimously.

EXECUTIVE SESSION MOTION

Gretchen Rodney made a motion to move into executive session at 7:50 pm to discuss medical, financial, credit and employment histories of individual employees. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Gretchen Rodney. made a motion to move out of executive session at 8:14 pm. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

PERSONNEL REPORT

Gretchen Rodney made a motion to approve the personnel report dated April 17, 2024, as presented. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

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MOTION TO ADJOURN

Gretchen Rodney made a motion to adjourn the meeting at 8:15 pm. Seconded by Clayton A. Hudson. Motion approved unanimously.

Secretary to the Board

Secretary of the Board