

Longwood Public Library  
Board of Trustees Meeting Minutes  
April 19, 2023  
Kovarik Room

The meeting was called to order at 7:02 pm by President Gail Lynch-Bailey. Library Trustees, Theresa Germano, Lauren O'Connell, Gretchen Rodney, Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, Business Manager Linda Guteres, and Secretary to the Director Mara Sigalas were in attendance. Victor Massian Jr. was absent with prior notice.

**Approval of Agenda**

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

**Approval of Minutes from the March 22, 2023 Board Meeting**

Lauren O'Connell made a motion to approve the minutes from the March 22, 2023 Board Meeting. Seconded by Gretchen Rodney. Motion approved unanimously.

**Period of Public Expression**

None

**Treasurer's Report**

Gretchen Rodney made a motion to approve the Treasurer's Report dated March 31, 2023 with an opening balance of \$5,847,932.33 and a closing balance of 5,834,173.35. Seconded by Theresa Germano. Motion approved unanimously.

**Approval of Warrants**

Gretchen Rodney made a motion to approve L Credit Warrant #53 in the amount of \$1,586.15. Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant #54 in the amount of \$469,118.27. Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant #55 in the amount of \$229.69. Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant #56 in the amount of \$8,799.38. Seconded by Theresa Germano. Motion approved unanimously.

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Gretchen Rodney made a motion to approve L Warrant #57 in the amount of \$487,490.05. Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant #58 in the amount of \$283,575.64. Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant #59 in the amount of 448,340.17. Seconded by Theresa Germano. Motion approved unanimously.

**Correspondence and Unfinished Business**

None

**Period of Public Expression**

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

**New Business**

Lauren O'Connell made a motion to award garden maintenance for the 2023 season to Heidrich Landscaping (Coram, NY), for a total amount of \$3,800. Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Rodney made a motion to approve the library's IT consulting firm, Langistic Networks (Holbrook, NY), to install and configure 18 new wireless access points for a total amount of \$4500. Seconded by Lauren O'Connell. Motion approved unanimously.

Gretchen Rodney made a motion to discard the Shelter Logic 20'x20' outdoor tent. Seconded by Theresa Germano. Motion approved unanimously.

**Executive Session Motion**

Lauren O'Connell made a motion to move into executive session at 7:45 pm to discuss medical, financial, credit and employment histories of individual employees. Seconded by Gretchen Rodney. Motion approved unanimously.

Lauren O'Connell made a motion to move out of executive session at 8:10 pm. Seconded by Gretchen Rodney. Motion approved unanimously.

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**Personnel Report**

Lauren O'Connell made a motion to approve the personnel report dated April 19, 2023, as presented. Seconded by Gretchen Rodney. Motion approved unanimously.

**Motion to Adjourn**

Gretchen Rodney made a motion to adjourn the meeting at 8:11 pm. Seconded by Theresa Germano. Motion approved unanimously.

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Secretary to the Board

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Secretary of the Board