

Longwood Public Library
Board of Trustees Meeting Minutes
August 17, 2022
Kovarik Room

The meeting was called to order at 7:05 pm by President Gail Lynch-Bailey. Library Trustees Theresa Germano, Gretchen Rodney, Lauren O'Connell, Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, Business Manager Linda Guteres, and Secretary to the Board 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 July 20, 2022 Board Meeting

Lauren O'Connell made a motion to approve the minutes from the July 20, 2022 Board meeting. Seconded by Gretchen Rodney. Motion approved unanimously.

Period of Public Expression

No members of the public were present.

Treasurer's Report

Gretchen Rodney made a motion to approve the Treasurer's Report dated July 31, 2022 with an opening balance of \$5,099,555.16 and a closing balance of 5,175,969.38. Seconded by Theresa Germano. Motion approved unanimously.

Approval of Warrants

Gretchen Rodney made a motion to approve L Credit Warrant #3 in the amount of \$565.75. Seconded by Lauren O'Connell. Motion approved unanimously.

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Gretchen Rodney made a motion to approve L Warrant #4 in the amount of \$383,771.56.
Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant #5 in the amount of \$235.48. Seconded
by Lauren O'Connell. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant #6 in the amount of \$9,202.50.
Seconded by Lauren O'Connell. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant #7 in the amount of \$438,605.15.
Seconded by Lauren O'Connell. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant #8 in the amount of \$289,155.45.
Seconded by Theresa Germano. Motion approved unanimously.

Correspondence

The Board reviewed correspondence from library attorney, Andrew K. Martingale.

New Business

Lauren O'Connell made a motion to authorize the transfer of all paper and electronic files of the library from Hamburger, Maxson, Yaffe & Martingale, LLP ("HMY") to Quatela Chimeri, PLLC, and retain Andrew K. Martingale of Quatela Chimeri, PLLC, as Library Attorney, effective September 1, 2022, on the same terms and conditions as the retainer letter on file with the library from HMY. Seconded by Theresa Germano. Motion approved unanimously.

Lauren O'Connell made a motion to approve the revision of policy 800-50 Fund Balance.
Seconded by Gretchen Rodney. Motion approved unanimously.

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Executive Session Mode

Lauren O'Connell made a motion to move into executive session at 7:34 pm to discuss medical, financial, credit, and employment histories of individual employees. Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Rodney made a motion to move out of executive session at 8:49 pm. Seconded by Lauren O'Connell. Motion approved unanimously.

Personnel Report

Gretchen Rodney made a motion to approve the revised personnel report dated August 17, 2022 as presented. Seconded by Theresa Germano. Motion approved unanimously.

Motion to Ban Patron

Gretchen Rodney made a motion to permanently ban William J. Wilkinson. Seconded by Theresa Germano. Motion approved unanimously.

Motion to Adjourn

Gretchen Rodney made a motion to adjourn the meeting at 8:52 pm. Seconded by Lauren O'Connell. Motion approved unanimously.

Secretary to the Board

Secretary of the Board