

The meeting was called to order at 7:00 pm by President Victor Massian Jr. Library Trustees Gail Lynch-Bailey, Clayton Hudson, Tracy Caliendo, Gretchen Rodney, Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, Principal Account Clerk Kathleen Perrone, and Secretary to the Director Mara Sigalas were in attendance.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES FROM THE JULY 16, 2025 REGULAR BOARD MEETING

Gail Lynch-Bailey made a motion to approve the minutes from the July 16, 2025 Regular Board Meeting. Seconded by Clayton Hudson. Motion approved unanimously.

APPROVAL OF MINUTES FROM THE JULY 16, 2025 REORGANIZATIONAL MEETING

Gail Lynch-Bailey made a motion to approve the minutes from the July 16, 2025 Reorganizational Meeting. Seconded by Clayton Hudson. Motion approved unanimously.

BATTLE OF THE BOOKS TEAM RECOGNITION

The Board recognized the library's Summer Battle of the Books Team and team coach.

PERIOD OF PUBLIC EXPRESSION

None

TREASURER'S REPORT

Clayton Hudson made a motion to approve the Treasurer's Report dated July 31, 2025 with an opening balance of \$5,317,674.16 and a closing balance of \$5,430,356.98. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

APPROVAL OF WARRANTS

Clayton Hudson made a motion to approve Warrant L-2 in the amount of \$656.50. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Longwood Public Library
Board of Trustees Regular Meeting Minutes
August 20, 2025
Kovarik Room

Clayton Hudson made a motion to approve Warrant L-3 in the amount of \$661,705.20.
Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Clayton Hudson made a motion to approve Credit Warrant L-4 in the amount of \$5,825.17.
Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Clayton Hudson made a motion to approve Warrant L-5 in the amount of \$39,383.97.
Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Clayton Hudson made a motion to approve Warrant L-6 in the amount of \$543,549.96.
Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Clayton Hudson made a motion to approve Warrant L-7 in the amount of \$307,286.37.
Seconded by Gail Lynch-Bailey. Motion approved unanimously.

CORRESPONDENCE AND UNFINISHED BUSINESS

The board reviewed a complimentary letter signed by several patrons.

PERIOD OF PUBLIC EXPRESSION

None

NEW BUSINESS

Gretchen Rodney made a motion to approve the discard of 1 Lexmark CS431 printer, Inventory # 2586 and 1 Dell OptiPlex 7490 AIO computer, Inventory # 2482. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

EXECUTIVE SESSION MOTION

Tracy Caliendo made a motion to move into executive session at 8:00 pm to discuss medical, financial, credit and employment histories of individual employees. Seconded by Clayton Hudson. Motion approved unanimously.

Clayton Hudson made a motion to move out of executive session at 8:45 pm. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

PERSONNEL REPORT

Gretchen Rodney made a motion to approve the personnel report dated August 20, 2025 as presented. Seconded by Clayton Hudson. Motion approved unanimously.

Gretchen Rodney made a motion to approve the Collective Bargaining Agreement with the Part-Time Unit and authorize the Library Director to sign it. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Gretchen Rodney made a motion to permanently ban patron Kane Crews. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

MOTION TO ADJOURN

Gretchen Rodney made a motion to adjourn the meeting at 8:47 pm. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Secretary to the Board

Secretary of the Board