

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

### **Approval of Agenda**

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

### **Battle of the Books Team Recognition**

The Board recognized Longwood's Battle of the Books Team as well as coaches Ashley Sabatino and Rebecca Goldstein who were present.

### **Approval of Minutes from August 14, 2019 Regular Board Meeting**

Gail Lynch-Bailey made a motion to approve the minutes of the August 14, 2019 Regular Board Meeting. Seconded by Theresa Germano. Motion approved unanimously.

### **Period of Public Expression**

None

### **Treasurer's Report**

Gretchen Cotton Rodney made a motion to approve the Treasurer's Report dated August 31, 2019 with an opening balance of \$ 3,770,551.89 and a closing balance of \$ 3,825,914.47. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

### **Approval of Warrants**

Gretchen Cotton Rodney made a motion to approve L Warrant #9 in the amount of \$63,288.90. Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Cotton Rodney made a motion to approve L Credit Warrant #10 in the amount of \$1,529.40. Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Cotton Rodney made a motion to approve L Warrant #11 in the amount of \$272,183.43. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

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Gretchen Cotton Rodney made a motion to approve L Warrant #12 in the amount of \$264,240.39. Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Cotton Rodney made a motion to approve L Warrant #13 in the amount of \$224,624.67. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Gretchen Cotton Rodney made a motion to approve L Warrant #14 in the amount of \$279,731.66. Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Cotton Rodney made a motion to approve T&A Warrant #5 in the amount of \$177.50. Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Cotton Rodney made a motion to approve T&A Warrant #6 in the amount of \$119,083.53. Seconded by Theresa Germano. Motion approved unanimously.

Gretchen Cotton Rodney made a motion to approve T&A Warrant #7 in the amount of \$150,058.65. Seconded by Theresa Germano. Motion approved unanimously.

**Correspondence and Unfinished Business**

None

**New Business**

Theresa Germano made a motion to approve the revision of policy 400-30 Conference Attendance Guidelines and the deletion of policy 400-20 Staff Development. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Theresa Germano made a motion to authorize the deposit of funds received in the amount of \$5,151.27 from Utica National Insurance Group for insurance dividends into the General Operating Fund. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

**General Discussion**

None

**Executive Session Motion**

Gail Lynch-Bailey made a motion to move into executive session at 8:37 pm to discuss medical, financial, credit and employment histories of individual employees. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

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Gail Lynch-Bailey made a motion to move out of executive session at 8:55 pm. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

**Personnel Report**

Gail Lynch-Bailey made a motion to accept the Personnel Report dated September 18, 2019, as presented. Seconded by Gretchen Cotton Rodney. Motion approved unanimously.

**Motion to Adjourn**

Gretchen Cotton Rodney made a motion to adjourn the meeting at 8:56 pm. Seconded by Gail Lynch-Bailey Motion approved unanimously.

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Secretary to the Board

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Secretary of the Board

