

Longwood Public Library
Board of Trustees Regular Meeting Minutes
January 15, 2025
Kovarik Room

The meeting was called to order at 7:01 pm by President Lauren O'Connell. Library Trustees Clayton Hudson, Gail Lynch-Bailey, Victor Massian Jr., Library Director Lisa Jacobs, Business Manager Linda Guterres, and Secretary to the Director Mara Sigalas were in attendance. Gretchen Rodney was absent with prior notice.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES FROM THE DECEMBER 18, 2024 REGULAR BOARD MEETING

Clayton Hudson made a motion to approve the minutes from the December 18, 2024 Regular Board Meeting. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

PERIOD OF PUBLIC EXPRESSION

Patron, Stuart Carter addressed the board.

TREASURER'S REPORT

Victor Massian Jr. made a motion to approve the Treasurer's Report dated December 31, 2024 with an opening balance of \$5,179,662.93 and a closing balance of \$5,425,970.03. Seconded by Gail Lynch Bailey. Motion approved unanimously.

APPROVAL OF WARRANTS

Victor Massian Jr. made a motion to approve L Warrant 34 in the amount of \$550.22. Seconded by Clayton Hudson. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant 35 in the amount of \$494,868.07. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant 36 in the amount of \$8,017.60. Seconded by Clayton Hudson. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Credit Warrant 37 in the amount of \$1,277.72. Seconded by Clayton Hudson. Motion approved unanimously.

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Victor Massian Jr. made a motion to approve L Warrant 38 in the amount of \$541,336.89. Seconded by Clayton Hudson. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant 39 in the amount of \$288,652.26. Seconded by Clayton Hudson. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant 40 in the amount of \$501,887.11. Seconded by Clayton Hudson. Motion approved unanimously.

CORRESPONDENCE AND UNFINISHED BUSINESS

None

PERIOD OF PUBLIC EXPRESSION

None

NEW BUSINESS

Victor Massian Jr. made a motion to approve the revision of Policy 600-220 Decorations, the addition of Policy 600-195 Capital Assets, and the deletion of Policy 600-200 Discard of Capital Equipment and Policy 600-190 Inventory Policy. Seconded by Clayton Hudson. Motion approved unanimously.

Victor Massian Jr. made a motion to approve the operating budget for fiscal year 2025-2026 for Longwood Public Library, in the amount of \$9,629,845, including a bond payment of \$1,179,000, with \$9,040,845 to be raised through taxation. Seconded by Clayton Hudson. Motion approved unanimously.

Victor Massian Jr. made a motion to approve designated election officials to serve at the Annual Election and Budget Vote scheduled for April 8, 2025. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

EXECUTIVE SESSION MOTION

Victor Massian Jr. made a motion to move into executive session at 7:41 pm to discuss medical, financial, credit and employment histories of individual employees. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

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Victor Massian Jr. made a motion to move out of executive session at 8:40 pm. Seconded by Clayton Hudson. Motion approved unanimously.

PERSONNEL REPORT

Victor Massian Jr. made a motion to approve the revised personnel report dated January 15, 2025 as presented. Seconded by Clayton Hudson. Motion approved unanimously.

MOTION TO ADJOURN

Victor Massian Jr. made a motion to adjourn the meeting at 8:41 pm. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Secretary to the Board

Secretary of the Board