

Longwood Public Library
Board of Trustees Regular Meeting Minutes
July 17, 2024
Kovarik Room

The meeting was called to order at 5:23 pm by Vice President Lauren O’Connell. Library Trustees Gail Lynch-Bailey, Clayton Hudson, Victor Massian Jr., Gretchen Rodney, Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, and Business Manager Linda Guterres 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 JUNE 12, 2024 REGULAR BOARD MEETING

Victor Massian Jr. made a motion to approve the minutes from the June 12, 2024 Regular Board Meeting. Seconded by Clayton Hudson. Motion approved unanimously.

PERIOD OF PUBLIC EXPRESSION

Patron Shirley Singletary Hudson addressed the Board.

TREASURER’S REPORT

Gretchen Rodney made a motion to approve the Treasurer’s Report dated June 30, 2024 with an opening balance of \$5,056,138.03 and a closing balance of \$5,289,188.32. Seconded by Gail Lynch-Bailey . Motion approved unanimously.

APPROVAL OF WARRANTS

Gretchen Rodney made a motion to approve L Warrant 71 in the amount of \$467.65. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant 72 in the amount of \$150,537.98. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant 73 in the amount of \$465,142.19. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant 74 in the amount of \$519,118.54. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant 1 in the amount of \$405,906.69. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Gretchen Rodney made a motion to approve L Warrant 2 in the amount of \$686,910.78. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

CORRESPONDENCE AND UNFINISHED BUSINESS

None

PERIOD OF PUBLIC EXPRESSION

None

NEW BUSINESS

Gail Lynch-Bailey made a motion to approve the addition of policy 400-45 Safe Driving. Seconded by Victor Massian Jr. Motion approved unanimously.

Victor Massian Jr. made a motion to approve the discard of :

- (1) 3 ft. x 1 ft. x 7 ft. Glass Door Cabinet Inventory # 0206
- (1) Metrologic MS9540 hand held scanner Inventory # 1169

Seconded by Gretchen Rodney. Motion approved unanimously.

EXECUTIVE SESSION MOTION

Gretchen Rodney made a motion to move into executive session at 6:24 pm to discuss medical, financial, credit and employment histories of individual employees. Seconded by Victor Massian Jr. Motion approved unanimously.

Victor Massian Jr. made a motion to move out of executive session at 6:40 pm. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

PERSONNEL REPORT

Victor Massian Jr. made a motion to approve the personnel report dated July 17, 2024 as presented. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

MOTION TO ADJOURN

Victor Massian Jr. made a motion to adjourn the meeting at 6:41 pm. Seconded by Gretchen Rodney. Motion approved unanimously.

Longwood Public Library
Board of Trustees Regular Meeting Minutes
July 17, 2024
Kovarik Room

Secretary to the Board

Secretary of the Board