

LONGWOOD PUBLIC LIBRARY

Regular Meeting

June 21, 2017

The meeting was called to order at 7:06 pm by President Kathrine Soscia followed by the pledge to the flag. Library Trustees Gail Lynch-Bailey, Theresa Germano, Victor Massian, and Lauren O'Connell, and Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, Principal Account Clerk Linda Guterres and Secretary to the Board Margaret Colarossi were present. Former Director Suzanne Johnson and Board of Education member Frank Muraca were in attendance.

APPROVAL OF AGENDA

Lauren O'Connell made a motion to approve the revised agenda. Seconded by Theresa Germano. Motion approved unanimously.

APPROVAL OF MINUTES

Lauren O'Connell made a motion to approve the minutes of the board meeting of May 17, 2017. Seconded by Theresa Germano. Motion approved unanimously.

PERIOD OF PUBLIC EXPRESSION

School Board member Frank Muraca complimented the library on going paperless for Board meetings.

TREASURER'S REPORT

Gail Lynch-Bailey made a motion to approve the Treasurer's Report dated April 30, 2017, with an opening balance of \$3,882,827.92 and a closing balance of \$3,158,494.69. Seconded by Lauren O'Connell. Motion approved unanimously.

APPROVAL OF WARRANTS & BUDGET EXPENDITURES

Gail Lynch-Bailey made a motion to approve Warrant # 51 in the amount of \$4,153.19. Seconded by Theresa Germano. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve Warrant # 52 in the amount of \$266,989.87. Seconded by Lauren O'Connell. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve Credit Warrant # 53 in the amount of \$659.45. Seconded by Lauren O'Connell. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve Warrant # 54 in the amount of \$267,192.23. Seconded by Lauren O'Connell. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve Warrant # 55 in the amount of \$257,544.25. Seconded by Lauren O'Connell. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve T&A Warrant # 34 in the amount of \$139,683.97. Seconded by Theresa Germano. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve T&A Warrant # 35 in the amount of \$848.63. Seconded by Theresa Germano. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve T&A Warrant # 36 in the amount of \$113,204.52. Seconded by Lauren O'Connell. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve Debt Service Warrant # 4 in the amount of \$2,606.24. Seconded by Victor Massian. Motion approved unanimously.

BUILDING FUND

Gail Lynch-Bailey made a motion to approve Building Fund Warrant # 16 in the amount of \$70,805.11. Seconded by Theresa Germano. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve Building Fund Warrant # 17 in the amount of \$54,995.91. Seconded by Victor Massian. Motion approved unanimously.

CORRESPONDENCE AND UNFINISHED BUSINESS

The board reviewed 2 letters (Town of Brookhaven and Kenneth P. LaValle)

PERIOD OF PUBLIC EXPRESSION

Suzanne Johnson attended Kathrine Soscia's last Board meeting and expressed how thankful she and David Clemens are that Kathrine joined the Board. The Board presented Kathrine with an LPL key chain, flowers and thanks.

NEW BUSINESS

COMPUTER CAPITAL EQUIPMENT

Lauren O'Connell made a motion to approve the purchase of 8 DELL OptiPlex 7440 AIO computers @ \$853.91 each (\$6,831.28) and 3 OptiPlex 3040 SFF computers @ \$655.11 each (\$1,965.33) as attached from DELL NYS Contract Code 56AHC for a total of \$8,796.61. Seconded by Victor Massian. Motion approved unanimously.

RESOLUTIONS

BUDGET LINE TRANSFER

Lauren O'Connell made a motion to approve the budget line transfers as attached. Seconded by Theresa Germano. Motion approved unanimously.

CLOSING OF BANK ACCOUNTS

Lauren O'Connell made a motion to approve the closing of Capital One Bank Accounts as attached. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

BUILDING FUND

Lauren O'Connell made a motion to approve the proposal to modify one existing self-check unit from a stand-up unit to an ADA compliant unit and to install adjustable monitor mounts on 4 counters as attached by A. R. Kropp Co. & Sons of Bay Shore, NY in the amount of \$2,740.00

Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to approve the purchase of fixtures for the children's garden as attached, from Meyer Design, Inc. of Akron, OH. (Sole Source) 3 19.5" Mushroom Step Pods @ \$387 each \$1,161.00, 2 Watch It Grow Panels @ \$875 each \$1,750.00, Semi-custom Water Table w/2 tables, deluxe fill posts & bilge pump mechanism \$5,345.00 for a total of \$ 8,256.

Seconded by Theresa Germano. Motion approved unanimously.

Lauren O'Connell made a motion to approve the purchase of 5 musical instruments for the children's garden as attached. Caribbean Bongo panel with posts, African tongue drum panel with posts, Jamaican steel drum panel with posts, Rain Wheel and sound tumblers panel with posts and Freestanding Cavatina (SRP part # BSM-0004) from Meyer Design, Inc. of Akron, OH in the amount of \$6,529.00.

Seconded by Theresa Germano. Motion approved unanimously.

Victor Massian made a motion to approve the expenditure for the emergency removal of the white pine tree located directly behind the children's room, due to safety concerns, by Nassau-Suffolk Landscaping (d.b.a. Bay Gardens) in the amount of \$1,000.00 and the installation of a 4" caliper native dogwood tree in the amount of \$1,500.00 for a total of \$2,500.00 Seconded by Gail Lynch-Bailey. Motion approved unanimously.

GENERAL DISCUSSION

None.

EXECUTIVE SESSION MOTION

Lauren O'Connell made a motion to move into executive session at 8:45 pm to discuss personnel appointments and employee histories. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Victor Massian made a motion to move out of executive session at 9:30 pm. Seconded by Lauren O'Connell. Motion approved unanimously.

PERSONNEL REPORT

Victor Massian made a motion to accept the revised Personnel Report dated June 2017 as presented. Seconded by Lauren O'Connell. Motion approved unanimously.

MOTION TO ADJOURN

Gail Lynch-Bailey made a motion to adjourn the meeting at 9:40pm. Seconded by Victor Massian. Motion approved unanimously.

Secretary of the Board

Secretary to the Board

