

LONGWOOD PUBLIC LIBRARY

Regular Meeting

April 19, 2017

The meeting was called to order at 7:05 pm by President Kathrine Soscia followed by the pledge to the flag. Library Trustees Gail Lynch-Bailey and Theresa Germano and Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, and Principal Account Clerk Linda Guterres and Secretary to the Board Margaret Colarossi were present. Trustee Elect Gretchen Rodney attended the meeting. Lauren O'Connell was absent with prior notice. Victor Massian arrived at 8:05 pm with prior notice.

APPROVAL OF AGENDA

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

ADVANCED BATTLE OF THE BOOKS TEAM CERTIFICATE PRESENTATION

The Board recognized this year's team finalists of the Battle finishing 2nd in the County, and coaches Jan Miller and Rebecca Goldstein.

APPROVAL OF MINUTES

Gail Lynch-Bailey made a motion to approve the minutes of the board meeting of March 15, 2017. Seconded by Theresa Germano. Motion approved unanimously.

PERIOD OF PUBLIC EXPRESSION

Trustee Elect Gretchen Rodney expressed how excited she is to be elected and to serve on the Board.

TREASURER'S REPORT

Gail Lynch-Bailey made a motion to approve the Treasurer's Report dated March 31, 2017, with an opening balance of \$ 3,680,539.49 and a closing balance of \$ 3,706,695.14. Seconded by Theresa Germano. Motion approved unanimously.

APPROVAL OF WARRANTS & BUDGET EXPENDITURES

Gail Lynch-Bailey made a motion to approve Warrant # 38 in the amount of \$75,376.83. Seconded by Theresa Germano. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve Warrant # 39 in the amount of \$257,023.39. Seconded by Theresa Germano. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve Credit Warrant # 40 in the amount of \$3,328.86. Seconded by Theresa Germano. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve Warrant # 41 in the amount of \$252,647.48. Seconded by Theresa Germano. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve Warrant # 42 in the amount of \$206,319.00. Seconded by Theresa Germano. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve Credit Warrant # 43 in the amount of \$1,171.00. Seconded by Theresa Germano. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve Warrant # 44 in the amount of \$262,308.31. Seconded by Theresa Germano. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve Warrant # 45 in the amount of \$47,150.33. Seconded by Theresa Germano. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve T&A Warrant # 27 in the amount of \$125,254.06. Seconded by Theresa Germano. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve T&A Warrant # 28 in the amount of \$132,141.03. Seconded by Theresa Germano. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve T&A Warrant # 29 in the amount of \$1,599.94. Seconded by Theresa Germano. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve T&A Warrant # 30 in the amount of \$115,403.90. Seconded by Theresa Germano. Motion approved unanimously.

BUILDING FUND

Gail Lynch-Bailey made a motion to approve Building Fund Warrant # 13 in the amount of \$22,512.42. Seconded by Theresa Germano. Motion approved unanimously.

CORRESPONDENCE AND UNFINISHED BUSINESS

None

PERIOD OF PUBLIC EXPRESSION

None

NEW BUSINESS

RESOLUTIONS

Theresa Germano made a motion to authorize the deposit of funds received in the amount of \$4,796.75 from Utica National Insurance Group for insurance dividends into the General Operating Fund and to offset insurance expenses. Seconded by Victor Massian. Motion approved unanimously.

Theresa Germano made a motion to authorize the deposit of donated funds received in the amount of \$500.00 from Joseph P. Price Agency Inc. to be used for Family Place materials and/or expenses. Seconded by Victor Massian. Motion approved unanimously.

Theresa Germano made a motion to authorize the transfer of all remaining funds in Capital One Building Fund Money Market (9284015071), Capital One Building Fund Checking (9284015055), and Capital One Debt Service Checking Account (7527404538) into Bridgehampton National Bank Building Fund Money Market Account (8180000336), Bridgehampton National Bank Building Fund Checking Account (8100001919), and Bridgehampton National Bank Debt Service Account (8180000328), respectively. Seconded by Victor Massian. Motion approved unanimously.

BUILDING FUND

Theresa Germano made a motion to approve the proposal from A. R. Kropp & Sons of Bay Shore, NY for 3 wall mounted open storage cabinets for the Computer Services Room in the amount of \$1,517.62 including delivery, as attached. NYS Contract PC66838. Seconded by Victor Massian. Motion approved unanimously.

CAPITAL EQUIPMENT DISCARD

Theresa Germano made a motion to discard 7 DELL Optiplex computers Inventory # 1560, 1562, 1572, 1596, 1686, 1689 and 1691 and 1 HP printer Inventory #1619. Seconded by Victor Massian. Motion approved unanimously.

GENERAL DISCUSSION

None.

EXECUTIVE SESSION MOTION

Victor Massian made a motion to move into executive session at 8:38 pm to discuss personnel appointments and employee histories. Seconded by Theresa Germano. Motion approved unanimously. Victor Massian made a motion to move out of executive session at 9:20 pm. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

PERSONNEL REPORT

Theresa Germano made a motion to accept the revised Personnel Report dated April 2017 as presented. Seconded by Victor Massian. Motion approved unanimously.

MOTION TO ADJOURN

Gail Lynch-Bailey made a motion to adjourn the meeting at 9:22pm. Seconded by Theresa Germano. Motion approved unanimously.

Secretary of the Board

Secretary to the Board

