

# LONGWOOD PUBLIC LIBRARY

Regular Meeting

February 15, 2017

The meeting was called to order at 7:03 pm by Vice President Theresa Germano followed by the pledge to the flag. Library Trustees Gail Lynch-Bailey, Lauren O'Connell, Victor Massian and Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, Principal Account Clerk Linda Guterres and Secretary to the Board Margaret Colarossi were present. President Kathrine Soscia arrived at 8:31 pm with prior notice.

## APPROVAL OF AGENDA

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

## APPROVAL OF MINUTES

Victor Massian made a motion to approve the minutes of the board meeting of January 25, 2017. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

## PERIOD OF PUBLIC EXPRESSION

Gretchen Rodney attended the meeting.

## TREASURER'S REPORT

Gail Lynch-Bailey made a motion to approve the Treasurer's Report dated January 31, 2017, with an opening balance of \$ 3,373,888.44 and a closing balance of \$ 3,557,105.71 .  
Seconded by Lauren O'Connell. Motion approved unanimously.

## APPROVAL OF WARRANTS & BUDGET EXPENDITURES

Gail Lynch-Bailey made a motion to approve Credit Warrant # 30 in the amount of \$350.00.  
Seconded by Victor Massian. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve Warrant # 31 in the amount of \$252,070.88.  
Seconded by Victor Massian. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve T&A Warrant # 22 in the amount of \$119,545.96.  
Seconded by Lauren O'Connell. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve T&A Warrant # 23 in the amount of \$65.00.  
Seconded by Victor Massian. Motion approved unanimously.

## BUILDING FUND

Gail Lynch-Bailey made a motion to approve Building Fund Warrant # 11 in the amount of \$25,682.25. Seconded by Victor Massian. Motion approved unanimously.

## CORRESPONDENCE AND UNFINISHED BUSINESS

The board reviewed 3 letters (Margarita Fraine, Lorraine Mastracchio and Jason Baldassare)

## PERIOD OF PUBLIC EXPRESSION

None

## NEW BUSINESS

### RESOLUTION

Lauren O'Connell made a motion to authorize the deposit of funds received in the amount of \$10,136.88 from Suffolk Cooperative Library System, Telecommunications Fund, representing our Erate discount earned for USAC Funding Year #18, July 1, 2015 to June 30, 2016 into the General Operating Fund. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Lauren O'Connell made a motion to authorize the opening of three bank accounts at Bridgehampton National Bank: a Building Fund Money Market Account, a Building Fund Checking Account, and a Debt Service Checking Account: with the intention of moving all remaining funds from the Capital One Building Fund Money Market (9284015071), Capital One Building Fund Checking (9284015055) and Capital One Debt Service Checking Account (7527404538) to these accounts respectively. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

### ANNUAL DLD REPORT 2016

Lauren O'Connell made a motion to table the approval of the 2016 DLD Annual Report as presented. Seconded by Gail Lynch-Bailey. Motion approved unanimously

### GENERAL DISCUSSION

None.

### EXECUTIVE SESSION MOTION

Victor Massian made a motion to move into executive session at 7:50 pm to discuss personnel appointments and employee histories. Seconded by Lauren O'Connell. Motion approved unanimously. Gail Lynch-Bailey made a motion to move out of executive session at 8:45 pm. Seconded by Lauren O'Connell. Motion approved unanimously.

### PERSONNEL REPORT

Gail Lynch-Bailey made a motion to accept the Personnel Report dated February 2017 as presented. Seconded by Theresa Germano. Motion approved unanimously.

MOTION TO ADJOURN

Victor Massian made a motion to adjourn the meeting at 9:08pm. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Secretary of the Board

Secretary to the Board