

III.

**WEST BABYLON PUBLIC LIBRARY
REGULAR MEETING MINUTES
Monday, January 31, 2022
6 pm-Virtual**

I. Tom Weinschenk called the Regular Meeting to order at 6:00 pm.

Present:
Tom Weinschenk
Joyce Mangialino
Kathryn Gambill
Andrea McGurk
Director – Nancy Evans
Treasurer - Martin Del Gatto
Absent: Rachel Scelfo

II. **PLEDGE OF ALLEGIANCE** was not recited.

III.A. **READING AND APPROVAL OF REGULAR MINUTES OF December 29, 2021**

On a motion by Joyce Mangialino, seconded by Andrea McGurk, voted on and carried unanimously, the Minutes of the Regular Meeting of December 29, 2021, were approved, with Kathryn Gambill recusing due to her absence at that meeting.

III.B. **READING AND APPROVAL OF BUDGET WORKSHOP MINUTES OF JANUARY 5, 2022**

On a motion by Kathryn Gambill, seconded by Joyce Mangialino, voted on and carried unanimously, the Minutes of the Budget Workshop of January 5, 2022, were approved.

IV. **COMMENTS FROM VISITORS** – None.

V. **APPROVAL OF PAYROLL WARRANT #1365**

On a motion by Kathryn Gambill, seconded by Andrea McGurk, voted on and carried unanimously, Payroll Warrant #1365 was approved.

VI. **APPROVAL OF BILL WARRANT #1366**

On a motion by Joyce Mangialino, seconded by Kathryn Gambill, voted on and carried unanimously, Bill Warrant #1366 was approved.

VII. **APPROVAL OF BOND WARRANT** – N/A

VIII. **TREASURER'S REPORT**

The financial reports were given by Martin Del Gatto. On a motion by Tom Weinschenk, seconded by Andrea McGurk, voted on and carried unanimously, the December 2021 Treasurer's Report was approved.

IX. COMMITTEE REPORTS

A. Financial- None.

B. Policies & Legislation- None.

C. Personnel-

On a motion by Tom Weinschenk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to approve the hourly rate increase for Sarah Feder, P/T Librarian Trainee, to \$31.03 per hour, effective 12.28.21.

On a motion by Tom Weinschenk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to approve the longevity payment of \$300 added to salary for Colleen Pisciotta, Senior Library Clerk, effective 1.14.22.

On a motion by Tom Weinschenk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to award an hourly salary increase, to \$14.17 per hour, as per Staff Association Agreement 2021-2024 to Katherine Regina, effective 1.1.22.

On a motion by Tom Weinschenk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to award an hourly salary increase, to \$14.17 per hour, as per Staff Association Agreement 2021-2024 to Gerilynn Cedzich, effective 1.1.22.

On a motion by Tom Weinschenk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to award an hourly salary increase, to \$14.17 per hour, as per Staff Association Agreement 2021-2024 to Bryan Schuler, effective 1.1.22.

On a motion by Tom Weinschenk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to award an hourly salary increase, to \$14.17 per hour, as per Staff Association Agreement 2021-2024 to Liam Cain, effective 1.1.22.

On a motion by Tom Weinschenk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to award an hourly salary increase, to \$14.17 per hour, as per Staff Association Agreement 2021-2024 to Emily Villarreal Flores, effective 1.1.22.

On a motion by Tom Weinschenk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to award an hourly salary increase, to \$14.17 per hour, as per Staff Association Agreement 2021-2024 to Jessica Donley, effective 1.1.22.

On a motion by Tom Weinschenk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to award an hourly salary increase, to \$14.17 per hour, as per Staff Association Agreement 2021-2024 to Daphne DiFranco, effective 1.1.22.

D. Buildings and Grounds- None.

X. REPORT OF FRIENDS OF THE WEST BABYLON PUBLIC LIBRARY- The Friends plan to hold Friday afternoon book sales during February for Library Lovers Month.

XI. CORRESPONDENCE

A. Board – None.

B. Director – Thank you letter to Senator Brooks for his donation of at-home covid tests for staff.

XIII. REPORT OF DIRECTOR-

A. Director's Written Report- The written report of the Director was discussed.

XIV. OLD BUSINESS

A. Credit Card Acceptance Policy- On a motion by Tom Weinschenk, seconded by Kathryn Gambill, voted on and carried unanimously, the Credit Card Acceptance Policy was approved.

B. Mask Policy- It was agreed to continue the mask policy for staff and patrons until the next Board meeting.

C. Proposed Budget Fiscal Year 2022-2023- On a motion by Tom Weinschenk, seconded by Joyce Mangialino, voted on and carried unanimously, it was agreed to approve the proposed budget of \$3,838,424.00 for Fiscal Year 2022-2023.

D. Signature Stamp for Payroll Account- On a motion by Tom Weinschenk, seconded by Kathryn Gambill, voted on and carried unanimously, with Joyce Mangialino recusing, it was agreed to use a signature stamp for Joyce Mangialino's signature on payroll checks.

XV. NEW BUSINESS

A. Tax Cap Resolution- On a motion by Joyce Mangialino, seconded by Tom Weinschenk, voted on and carried unanimously, it was agreed to approve the Tax Cap Resolution which states that the Library will not exceed the tax cap of 2%.

B. Legal Notice for Budget Vote- On a motion by Kathryn Gambill, seconded by Andrea McGurk, voted on and carried unanimously, the legal notice for the 2022-2023 Fiscal Year Budget Vote was approved.

C. Estimate-Flooring Replacement for Community Room and Gallery- An estimate from Baer's Rug and Linoleum Co. for replacement of flooring in the entryway, Gallery and Community Room was discussed.

XVI. COMMENTS FROM VISITORS – None.

XVII. DATES OF FUTURE BOARD MEETING

MONDAY, February 28, 2022	Regular Meeting 6 PM
MONDAY, March 28, 2022	Budget Hearing and Regular Meeting 6 PM
TUESDAY, April 5, 2022	Library Vote 1-9 PM
MONDAY, April 25, 2022	Regular Meeting 6 PM

XVIII. EXECUTIVE SESSION- On a motion by Tom Weinschenk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to enter Executive Session at 6:46 pm to discuss an employee matter.

XIX. ADJOURNMENT- On a motion by Tom Weinschenk, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to re-enter the Regular meeting and adjourn at 6:55 pm.