

III.

**WEST BABYLON PUBLIC LIBRARY
REGULAR MEETING MINUTES
Monday, February 28, 2022
6 pm-Virtual**

I. Rachel Scelfo called the Regular Meeting to order at 6:01 pm.

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

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

III. **READING AND APPROVAL OF REGULAR MINUTES OF January 31, 2022**

On a motion by Andrea McGurk, seconded by Joyce Mangialino, voted on and carried unanimously, the Minutes of the Regular Meeting of January 31, 2022, were approved with Rachel Scelfo recusing due to her absence from the meeting last month.

IV. **COMMENTS FROM VISITORS** – Annemarie Gordon, Sustainability Coordinator, Sustainable Libraries Initiative

V. **APPROVAL OF PAYROLL WARRANT #1367**

On a motion by Tom Weinschenk, seconded by Joyce Mangialino, voted on and carried unanimously, Payroll Warrant #1367 was approved.

VI. **APPROVAL OF BILL WARRANT #1368**

On a motion by Andrea McGurk, seconded by Tom Weinschenk, voted on and carried unanimously, Bill Warrant #1368 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 Rachel Scelfo, seconded by Kathryn Gambill, voted on and carried unanimously, the January 2022 Treasurer's Report was approved.

IX. COMMITTEE REPORTS

A. Financial- The 2 CD's with Valley National Bank are maturing. TD Bank is offering higher rates but their CD's are backed by a Letter of Credit and not collateralized. Per our Investment Policy, investments must be collateralized. Our auditor recommends updating our policy to allow Letters of Credit as it is legal per New York State. On a motion by Rachel Scelfo, seconded by Joyce Mangialino, voted on and carried unanimously, the Board authorized Treasurer Del Gatto and Director Evans to renew the CD with Valley National Bank for the term and interest rate that is most prudent at the time of renewal, not to exceed 6 months.

B. Policies & Legislation- None.

C. Personnel- None.

D. Buildings and Grounds- None.

X. REPORT OF FRIENDS OF THE WEST BABYLON PUBLIC LIBRARY- The Friends are seeking candidates to fill the Vice President position and an accountant who can file their 990 return for low or no cost.

XI. CORRESPONDENCE

A. Board – None.

B. Director – None.

XIII. REPORT OF DIRECTOR-

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

B. Annual Report for Public and Association Libraries 2021- On a motion by Rachel Scelfo, seconded by Kathryn Gambill, voted on and carried unanimously, the 2021 Annual Report for Public and Association Libraries was approved.

XIV. OLD BUSINESS

A. Mask Policy- On a motion by Rachel Scelfo, seconded by Tom Weinschenk, voted on and carried unanimously, it was agreed that wearing masks while in the Library will be optional for patrons and staff.

B. Flooring Replacement Estimate- On a motion by Rachel Scelfo, seconded by Joyce Mangialino, voted on and carried unanimously, it was agreed to accept the proposal from Baer's Rug and Linoleum Co. Inc. to replace flooring in the entryway, Gallery and Community Room, in conjunction with NYS Contract PC 67779 and Shaw contract pricing for \$38,717.75.

XV. NEW BUSINESS

A. Sustainable Libraries Initiative- Annemarie Gordon presented on the Sustainable Library Certificate Program administered through SCLS.

B. Landscaping Proposals- Director Evans inquired about whether it is necessary to obtain 3 estimates for our landscaping contract. It was decided that the Procurement Policy should be updated to show the specific requirements at various dollar amounts.

XVI. COMMENTS FROM VISITORS – None.

XVII. DATES OF FUTURE BOARD MEETING

| | |
|-------------------------|------------------------------|
| MONDAY, March 28, 2022 | Budget Workshop 6 PM-Virtual |
| TUESDAY, April 5, 2022 | Library Vote 1-9 PM |
| MONDAY, April 25, 2022 | Regular Meeting 6 PM |
| WEDNESDAY, May 25, 2022 | Regular Meeting 6 PM |

XVIII. EXECUTIVE SESSION- None.

XIX. ADJOURNMENT- On a motion by Rachel Scelfo, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to adjourn the meeting at 7:54 pm.