

**WEST BABYLON PUBLIC LIBRARY**  
**REGULAR MEETING MINUTES**  
**Monday, July 25, 2022**  
**6 pm**

- I. Rachel Scelfo called the Regular Meeting to order at 6:04 pm.

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

- II. **PLEDGE OF ALLEGIANCE** was recited.

**III.A. READING AND APPROVAL OF REGULAR MINUTES OF June 27, 2022**

On a motion by Kathryn Gambill, seconded by Jolene Siena, voted on and carried unanimously, the Minutes of the Regular Meeting of June 27, 2022, were approved.

**III.B. READING AND APPROVAL OF REORGANIZATION MINUTES OF July 11, 2022**

On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, the Minutes of the Reorganization Meeting of July 11, 2022, were approved, with Joyce Mangialino recusing due to her absence from the meeting.

- IV. **COMMENTS FROM VISITORS** – Alecia Miller, 15 Cherwal Street, West Babylon, NY 11704. Ms. Cherwal disputed a \$20 charge for printing on her Library card that she believes she paid. The Board will obtain more information from Director Evans and staff and inform Ms. Miller of their decision.

**V. APPROVAL OF PAYROLL WARRANT #1377**

On a motion by Kathryn Gambill, seconded by Joyce Mangialino, voted on and carried unanimously, Payroll Warrant #1377 was approved.

**VI. APPROVAL OF BILL WARRANT #1378**

On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, Bill Warrant #1378 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 Kathryn Gambill, seconded by Andrea McGurk, voted on and carried unanimously, the June 2022 Treasurer’s Report was approved.

**IX. COMMITTEE REPORTS**

- A. Financial-** None.
- B. Policies & Legislation-** None.
- C. Personnel-**

On a motion by Rachel Scelfo, seconded by Joyce Mangialino, voted on and carried unanimously, it was agreed to hire Victoria Malvone, P/T Page, at a salary of \$14.59 per hour, effective 7.25.2022.

On a motion by Rachel Scelfo, seconded by Joyce Mangialino, voted on and carried unanimously, it was agreed to award salary increases of 2% for the period July 1, 2022, through June 30, 2023, as per the Staff Agreement dated July 1, 2021, through June 30, 2024.

On a motion by Rachel Scelfo, seconded by Joyce Mangialino, voted on and carried unanimously, it was agreed to pay Pages an hourly salary of \$14.59, for the period July 1, 2022, through June 30, 2023, as per the Staff Agreement dated July 1, 2021, through June 30, 2024.

- D. Buildings and Grounds-** The Board discussed an extermination proposal, new tables for the Backyard and moving historical posterboards to the Community Room.

**X. REPORT OF FRIENDS OF THE WEST BABYLON PUBLIC LIBRARY-** The Friends are having a fundraiser at Chipotles in October.

**XI. CORRESPONDENCE**

- A. None.

### XIII. REPORT OF DIRECTOR-

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

### XIV. OLD BUSINESS

- A. **SavMor Agreements 2022-2023-** On a motion by Kathryn Gambill, seconded by Rachel Scelfo, voted on and carried unanimously, it was agreed to accept the proposals from SavMor for service contracts for \$16,700.00 and \$4,710.00, with the contract language amended by Library counsel.
- B. **Election of Officers-** On a motion by Andrea McGurk, seconded by Joyce Mangialino, voted on and carried unanimously it was agreed to elect Rachel Scelfo to service as President, Joyce Mangialino to serve as Vice President, Kathryn Gambill to serve as Financial Officer and Andrea McGurk to serve as Secretary.
- C. **Appointment of Committee Chairpersons-** On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to appoint committee chairs as follows:
  - Financial-** Kathryn Gambill
  - Policies and Legislation-** Jolene Siena
  - Personnel-** Andrea McGurk
  - Building and Grounds-** Joyce Mangialino
- D. **EV Charging Stations-** Director Evans updated the Board on the status of the County's initiative to partner with Libraries to provide EV charging stations.

### XV. NEW BUSINESS

- A. **2022 Holidays-** The 2022 Holiday schedule has been updated to reflect that Monday, December 26, 2022, is the observed date for Christmas 2022 and the Library will be closed as per the terms of the Staff Agreement.
- B. **Newsletter-** The Library printer significantly increased the monthly charge for printing the newsletter. The Board agreed that the Library should move to a bi-monthly newsletter and to look at other printers and formats.
- C. **HVAC Project Update-** Director Evans met with Ivan from TFMG and a representative from Trane who inspected the current units and the BAC system to determine what replacements are needed. A credit application needs to be filled out before the units are ordered. The estimated wait time for the units is 4-6 months.

**D. Surplus List-** On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to surplus folding tables and chairs as per the Surplus List.

**E. Staff Appreciation-** On a motion by Andrea McGurk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to raise the amount spent on the annual Staff Appreciation baskets to \$100.

**XVI. COMMENTS FROM VISITORS – None.**

**XVII. DATES OF FUTURE BOARD MEETING**

MONDAY, August 29, 2022	Regular Meeting 6 PM
WEDNESDAY, September 28, 2022	Regular Meeting 6 PM
MONDAY, October 31, 2022	Regular Meeting 6 PM
MONDAY, November 28, 2022	Regular Meeting 6 PM

**XVIII. EXECUTIVE SESSION-** On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to enter Executive Session at 7:45 PM to discuss a personnel matter.

**XIX. ADJOURNMENT-** On a motion by Rachel Scelfo, seconded by Joyce Mangialino, voted on and carried unanimously, it was agreed to re-enter the Regular meeting and adjourn at 7:53 PM.