

**WEST BABYLON PUBLIC LIBRARY
REGULAR MEETING MINUTES
Wednesday, May 31, 2023
6 pm**

I. Rachel Scelfo called the Regular Meeting to order at 6:03 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. **READING AND APPROVAL OF MINUTES OF REGULAR MEETING OF April 24, 2023**

On a motion by Andrea McGurk, seconded by Kathryn Gambill, voted on and carried unanimously, the Minutes of the Regular Meeting of April 24, 2023, were approved, with Joyce Mangialino recusing due to her absence from that meeting.

IV. **COMMENTS FROM VISITORS** – Melany Abrahamsen, 26 Larsen Lane, West Babylon, NY.

V. **APPROVAL OF PAYROLL WARRANT #1397**

On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, Payroll Warrant #1397 was approved.

VI. **APPROVAL OF BILL WARRANT #1398**

On a motion by Andrea McGurk, seconded by Jolene Siena, voted on and carried unanimously, Bill Warrant #1398 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 Joyce Mangialino, voted on and carried unanimously, the April 2023 Treasurer's Report was approved.

IX. COMMITTEE REPORTS

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

On a motion by Andrea McGurk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to accept the resignation of Mary Infante, PT Library Clerk, at \$17.58 per hour, effective 4.26.2023.

On a motion by Andrea McGurk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to hire Makfura Rahaman, PT Library Clerk, at \$17.58 per hour, effective 5.15.2023.

On a motion by Andrea McGurk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to hire Erin Chernakoff, PT Library Clerk, at \$17.58 per hour, effective 5.15.2023.

- D. Buildings and Grounds-** None.

X. REPORT OF FRIENDS OF THE WEST BABYLON PUBLIC LIBRARY- Joyce Mangialino is the new Vice President of the Friends.

XI. CORRESPONDENCE

- B. Trustee Trainings**

XIII. REPORT OF DIRECTOR

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

XIV. OLD BUSINESS

- A. Spanning Quotes-** On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to accept the proposal from Kaseya for spanning back-up for Microsoft Office 365 for 3 years for \$2,799.90.

- B. Makerspace Policy-** On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, the Makerspace Policy and waiver were adopted.
- C. Annual Re-organization Meeting-** The re-organization meeting will be held on July 10, 2023, at 6 pm as planned.

XV. NEW BUSINESS

- A. Employee Assistance Program-** On a motion by Rachel Scelfo, seconded by Joyce Mangialino, voted on and carried unanimously, it was agreed to participate in the Boces Employee Assistance program at a rate of \$42.25 per employee.
- B. NYLA Membership-** On a motion by Kathryn Gambill, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to join NYLA as an Institutional member.
- C. Janice Davis Designs Proposal-** The proposal from Janice Davis Designs was discussed. The Board will try to visit Long Island libraries that Janice Davis has worked with to view her designs.
- D. Baer’s Rug Proposal-** On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to accept the proposal from Baer’s Rug for Staff and Conference rooms carpeting, for \$32,648.00, per NYS contract PC69411.
- E. SavMor HVAC Contract-** On a motion by Jolene Siena, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to authorize Rachel Scelfo, Board President, to sign the contract with SavMor Mechanical for HVAC and BMS Installation.

XVI. COMMENTS FROM VISITORS – None.

XVII. DATES OF FUTURE BOARD MEETINGS

MONDAY, June 26, 2023	Regular Meeting 6 PM
MONDAY, July 10, 2023	Reorganization Meeting 6 PM
MONDAY, July 31, 2023	Regular Meeting 6 PM
MONDAY, August 28, 2023	Regular Meeting 6 PM

XVIII. EXECUTIVE SESSION- On a motion by Jolene Siena, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to enter Executive Session at 6:43 PM to discuss a Staff Association Agreement matter.

On a motion by Jolene Siena, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to re-enter the Regular Meeting at 6:50 PM.

On a motion by Jolene Siena, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to approve a Memorandum of Agreement adding Juneteenth as an additional holiday, according to the terms of the agreement.

XIX. ADJOURNMENT- On a motion by Kathryn Gambill, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to adjourn the meeting at 7:19 PM.