

**WEST BABYLON PUBLIC LIBRARY
REGULAR MEETING MINUTES
Monday, October 30, 2023
6 pm**

I. Rachel Scelfo called the Regular Meeting to order at 6:00 pm.

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

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

III. **READING AND APPROVAL OF MINUTES OF REGULAR MEETING OF September 27, 2023**

On a motion by Andrea McGurk, seconded by Maeghan Lollo, voted on and carried unanimously, the Minutes of the Regular Meeting of September 27, 2023, were approved.

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

V. **APPROVAL OF PAYROLL WARRANT #1407**

On a motion by Kathryn Gambill, seconded by Jolene Siena, voted on and carried unanimously, Payroll Warrant #1405 was approved.

VI. **APPROVAL OF BILL WARRANT #1408**

On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, Bill Warrant #1408 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 Andrea McGurk, voted on and carried unanimously, the September 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 Jolene Siena, voted on and carried unanimously, it was agreed to accept the resignation of Maria Umland, P/T Account Clerk, at \$26.15 per hour, effective 9.30.23.

- D. **Buildings and Grounds-** None.

X. REPORT OF FRIENDS OF THE WEST BABYLON PUBLIC LIBRARY- The Friends provided a muffin breakfast for staff which was greatly appreciated.

XI. CORRESPONDENCE-

- A. **Board- Thank You Letter**
- B. **Director- Thank You Letter to Friends of Library, Thank You Letter from Patron**

XIII. REPORT OF DIRECTOR

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

XIV. OLD BUSINESS

- A. **Geovanny & Sons Quote-** On a motion by Rachel Scelfo, seconded by Kathryn Gambill, voted on and carried unanimously, the proposal from Geovanny & Sons for extensive pruning of shrubs and trees for \$4,500 was accepted.
- B. **Personnel Policy-** On a motion by Jolene Siena, seconded by Maeghan Lollo, voted on and carried unanimously, the updated Personnel Policy was approved.

XV. NEW BUSINESS

A. 2024 Proposed PALS Budget- On a motion by Maeghan Lollo, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to accept the proposed PALS budget for 2024.

B. Draft SCLS 2024 Operating Budget-The draft SCLS 2024 Operating budget was reviewed.

C. Meeting Room Use Policy- Potential revisions to the Meeting Room Use policy were discussed.

D. Furniture Surplus 10.23- On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to approve the Furniture Surplus 10.23 schedule.

XVI. COMMENTS FROM VISITORS – None.

XVII. DATES OF FUTURE BOARD MEETINGS

MONDAY, November 27, 2023
WEDNESDAY, December 27, 2023
MONDAY, January 29, 2024

Regular Meeting 6 PM
Regular Meeting and Budget Workshop 6 PM
Regular Meeting 6 PM

XVIII. EXECUTIVE SESSION- On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to enter Executive Session at 6:35 PM to discuss negotiation and personnel matters.

On a motion by Kathryn Gambill, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to re-enter the Regular Meeting at 7:02 PM.

XIX. ADJOURNMENT- On a motion by Andrea McGurk, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to adjourn the meeting at 7:02 PM.