

**WEST BABYLON PUBLIC LIBRARY  
REGULAR MEETING MINUTES  
Wednesday, September 27, 2023  
6 pm**

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

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

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

On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to appoint Maeghan Lollo as interim trustee.

III. **READING AND APPROVAL OF MINUTES OF REGULAR MEETING OF August 28, 2023**

On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, the Minutes of the Regular Meeting of August 28, 2023, were approved, with Maeghan Lollo abstaining due to her absence from that meeting.

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

V. **APPROVAL OF PAYROLL WARRANT #1405**

On a motion by Kathryn Gambill, seconded by Andrea McGurk, voted on and carried unanimously, Payroll Warrant #1405 was approved with Maeghan Lollo recusing.

VI. **APPROVAL OF BILL WARRANT #1406**

On a motion by Kathryn Gambill, seconded by Andrea McGurk, voted on and carried unanimously, Bill Warrant #1406 was approved with Maeghan Lollo recusing.

**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 August 2023 Treasurer’s Report was approved, with Maeghan Lollo recusing.

**IX. COMMITTEE REPORTS**

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

On a motion by Andrea McGurk, seconded by Rachel Scelfo, voted on and carried unanimously, it was agreed to accept the resignation of Serena Zingale, P/T Librarian I, at \$32.67 per hour, effective 8.31.23, with Maeghan Lollo recusing.

On a motion by Andrea McGurk, seconded by Rachel Scelfo, voted on and carried unanimously, it was agreed to hire Serena Zingale, Library C/I Librarian I, at \$32.67 per hour, effective 9.1.23, with Maeghan Lollo recusing.

- D. Buildings and Grounds-** None.

**X. REPORT OF FRIENDS OF THE WEST BABYLON PUBLIC LIBRARY-** Millie Scott submitted her resignation as Membership Chair, effective 1.1.2024.

**XI. CORRESPONDENCE- Babylon SCLS Trustee Letter-** Notification that there will be a meeting on October 30, 2023, at 5:00 PM at the Lindenhurst Memorial Library, One Lee Avenue, Lindenhurst, New York to caucus and nominate a Trustee to serve on the System Board to fill a term which runs from January 3, 2024, through December 31, 2026.

**XIII. REPORT OF DIRECTOR**

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

**XIV. OLD BUSINESS**

- A. Code of Ethics and Whistleblowers Policies Review-** The Code of Ethics and Conflict of Interest and Whistleblowers Policies were reviewed. No changes were made.
- B. Paver Replacement Update-** Our Project Manager recommends beginning this project in the spring instead of this fall.
- C. Little Free Pantry-Girl Scout Gold Award Project-** The location for the future Little Free Pantry was discussed.

**XV. NEW BUSINESS**

- A. Snow Removal Proposals-** On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to accept the proposal from Innovative Designs and Maintenance LLC (J. Trezza) for snow removal for 2023-2025.
- B. 2024 Board Meeting Dates-** On a motion by Kathryn Gambill, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to accept the Board Meeting calendar for 2024.
- C. Policy Review- Personnel Policy-** The policy review was tabled until the next Board meeting.

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

**XVII. DATES OF FUTURE BOARD MEETINGS**

MONDAY, October 30, 2023	Regular Meeting 6 PM
MONDAY, November 27, 2023	Regular Meeting 6 PM
WEDNESDAY, December 27, 2023	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 7:03 PM to discuss personnel and legal matters.

On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to re-enter the Regular Meeting at 7:18 PM.

On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to pay Maria Umland, P/T Account Clerk, her accrued leave of \$137.29.

**XIX. ADJOURNMENT-** On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to adjourn the meeting at 7:18 PM.