

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

I. Rachel Scelfo called the Regular Meeting to order at 6:05 pm.

Present:
Jolene Siena
Kathryn Gambill
Andrea McGurk
Rachel Scelfo
Absent – 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 November 27, 2023**

On a motion by Andrea McGurk, seconded by Kathryn Gambill, voted on and carried unanimously, the Minutes of the Regular Meeting of November 27, 2023, were approved with Rachel Scelfo recusing due to her absence from that meeting.

IV. **COMMENTS FROM VISITORS** – Melany Abrahamsen, 26 Larsen Lane, West Babylon, NY 11704.

V. **APPROVAL OF PAYROLL WARRANT #1411**

On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, Payroll Warrant #1411 was approved.

VI. **APPROVAL OF BILL WARRANT #1412**

On a motion by Kathryn Gambill, seconded by Andrea McGurk, voted on and carried unanimously, Bill Warrant #1412 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 Jolene Siena, voted on and carried unanimously, the November 2023 Treasurer’s Report was approved.

IX. COMMITTEE REPORTS

A. Financial- FNBLI Rate Increase- The rate on the Library’s FNBLI accounts was increased to 4%.

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 Rosemary Algios, P/T Library Clerk, at \$17.93 per hour, effective 12.2.23.

D. Buildings and Grounds- None.

X. REPORT OF FRIENDS OF THE WEST BABYLON PUBLIC LIBRARY- The next Friends meeting is in January.

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.

XIV. OLD BUSINESS

A. SCLS Budget Vote- The SCLS budget was discussed.

B. Budget Workshop 2024-2025- The proposed budget for FY2024-2025 was discussed.

XV. NEW BUSINESS

- A. Quote- Dell Training Laptops-** On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, the quote from Dell for \$5,246.04 for 6 training laptops per the NYS contract was approved.
- B. Quote- Johnson Controls Door Controllers-**On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, the quote from Johnson Controls for \$20,124.92 for new door keypads per the NYS contract was approved.
- C. Quote- Trac System-** On a motion by Kathryn Gambill, seconded by Jolene Siena, voted on and carried unanimously, the quote from Trac System for \$3,995.00 for management of print payments was approved.
- D. 2024 IRS Mileage Reimbursement Rate-** On a motion by Kathryn Gambill, seconded by Rachel Scelfo, voted on and carried unanimously, the 2024 IRS Mileage rate of .67 cents per mile was approved.
- E. Draft Board Letter-** The draft Board letter for the March/April newsletter was discussed.
- F. FY2024-2025 Legal Notice-** On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, the FY2024-2025 legal notice was approved.

XVI. COMMENTS FROM VISITORS – None.

XVII. DATES OF FUTURE BOARD MEETINGS

MONDAY, January 29, 2024	Regular Meeting 6 PM
MONDAY, February 26, 2024	Regular Meeting 6 PM
MONDAY, March 25, 2024	Regular Meeting and Budget Hearing 6 PM

XVIII. EXECUTIVE SESSION- On a motion by Andrea McGurk, seconded by Rachel Scelfo, voted on and carried unanimously, it was agreed to enter Executive Session at 7:06 PM to discuss negotiation and personnel matters.

XIX. ADJOURNMENT- On a motion by Kathryn Gambill, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to re-enter the Regular Meeting and adjourn at 7:38 PM.