WEST BABYLON PUBLIC LIBRARY BOARD OF TRUSTEES

Regular and Reorganization Meeting Monday, July 29, 2024 6 pm

MOTION SECOND

I.

II.

Call to Order

Pledge of Allegiance

11.	Pledge of Allegiance	
III.	Motion to elect Reorganization Meeting Chairperson.	
IV.	Election of Officers.	
V.	Administration of Constitutional Oath of the State of New York to	
	Board President, Vice President and Treasurer.	
VI.	Appointment of Committee Chairpersons.	
VII.	Motion to approve the West Babylon Public Library Budget	
	for Fiscal Year 2024-2025.	
VIII.	Motion to designate the Library Director as Clerk for the Annual Budget	
	Vote and Election.	
IX.	Motion to appoint Diana Stein as Treasurer of West Babylon Public	
	Library with an annual fee of \$7,000.00.	
X.	Motion to appoint the firm of the Law Offices of Volz and Vigliotta, PLLC	
	PLLC as legal counsel to the West Babylon Public Library with an annual fee of \$7,000.00.	
XI.	Motion to appoint Baldessari and Coster LLP as auditor to the West Babylon	
	Public Library with an annual fee of \$11,500.00.	
XII.	Motion to appoint Joseph P. Price and Cook Maran as insurance broker to the West	
	Babylon Public Library.	
XIII.	Motion to designate JPMorgan Chase (West Babylon branch), Valley National Bank Bank	
	(Farmingdale branch), Capital One (Babylon branch), Citibank	
	(Lindenhurst branch), TD Bank (West Babylon branch), HSBC, Bank of America,	
	First National Bank of Long Island, and Sterling National Bank as official depository	
	banks of monies received by tax levy or otherwise with a maximum amount to be	
	deposited of \$2,000,000.00 in each such bank.	
XIV.	Motion to establish a petty cash fund in the amount of \$300.00.	
XV.	Motion to establish change funds in the Circulation Department safe and	
21 ()	Circulation Cash Register in the amount of \$100.00 each and Business Office	
	safe of \$200.00.	
XVI.	Motion to establish an agenda for Board of Trustee meetings.	
XVII.	Motion to designate the Babylon Beacon for bid announcements and Long Island	
21 (11.	Business News and Babylon Beacon as the two newspapers for the publication of	
	legal notices of Budget Vote and Trustee Elections.	
XVIII.	Motion to set the automotive mileage allowance at \$0.67 a mile.	
24 1111.	Fund Balance Reserve Policies:	
XIX.	Motion to designate the Unused Benefit Time Payable Reserve Fund in the amount	
20120.	of \$170,000.00.	
XX.	Motion to designate Retiree Health Insurance Payable Reserve Fund in the amount	
414.	of \$119,000.00.	
XXI.	Motion to designate the Unemployment Reserve Fund in the amount of \$10,400.	
XXII.	Motion to authorize the Financial Committee to review and approve a limited	
AA11.		
	number of recurring invoices and utility statements including, but not limited to:	

Optimum, Commerce Bank Visa (or other approved credit card), Employee Meeting Registration, Library Budget Vote Workers, PSEGLI, National Grid, NYSHIP, North Fork Express, Hampton Jitney (or other Library tour company), Standard Security Life, SCWA, Verizon, Verizon Business, Xerox and all bills which must be paid prior to the next Board Meeting, if necessary.

XXIII. Distribute Code of Ethics or Library Trustee, Officer, Employee and Volunteer Code of Ethics and Conflict of Interest and Whistleblower Policy.

XXIV. Reading and Approval of Minutes of June 24, 2024

XXV. Comments from Visitors

XXVI. Approval of Payroll Warrant # 1425

XXVII. Approval of Bill Warrant # 1426

XXVIII. Treasurer's Report for June 2024

XXIX. Committee Reports

A. Financial

B. Policies and Legislation

C. Personnel

D. Buildings and Grounds

XXX. Report of the Friends of the Library

XXXI. Correspondence

A. Carroll Email

B. Thank You Letter to Ellen Ladau

XXXII. Report of Director

A. Director's Written Report

XXXIII. Old Business

A. Sustainable Library Certification

XXXIV. New Business

A. Holidays 2025

B. Project Management Proposal-Roof Replacement

XXXV. Comments from Visitors

XXXVI. Dates of Future Meetings, Friends and Library Events

MONDAY, August 26, 2024 - Regular Meeting 6 PM MONDAY, September 30, 2024 - Regular Meeting 6 PM MONDAY, October 28, 2024 - Regular Meeting 6 PM

XXXVII. Executive Session

