

**WEST BABYLON PUBLIC LIBRARY
REGULAR MEETING MINUTES
Monday, August 26, 2024
6 pm**

I. Rachel Scelfo called the Regular Meeting to order at 6:01 pm.

Present:
Rachel Scelfo
Jolene Siena
Kathryn Gambill
Andrea McGurk
Maeghan Lollo
Director – Nancy Evans
Treasurer – Diana Stein

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

III. **READING AND APPROVAL OF MINUTES OF July 31, 2024**

On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, the Minutes of the Regular and Reorganization Meeting of July 31, 2024, were approved with Andrea McGurk recusing due to her absence from that meeting.

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

V. **APPROVAL OF PAYROLL WARRANT #1427**

On a motion by Jolene Siena, seconded by Kathryn Gambill, voted on and carried unanimously, Payroll Warrant #1427 was approved.

VI. **APPROVAL OF BILL WARRANT #1428**

On a motion by Maeghan Lollo, seconded by Jolene Siena, voted on and carried unanimously, Bill Warrant #1428 was approved.

VII. **APPROVAL OF BOND WARRANT** – N/A

VIII. TREASURER'S REPORT

The financial reports were given by Diana Stein. On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, the July 2024 Treasurer's Report was approved.

IX. COMMITTEE REPORTS

A. Financial- On a motion by Kathryn Gambill, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to authorize Rachel Scelfo to sign the FNBLI paperwork authorizing the use of a signature stamp for Treasurer Diana Stein.

B. Policies & Legislation- None.

C. Personnel- On a motion by Andrea McGurk, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to accept the resignation for Jessica Donley, PT Page, at \$16.00 per hour, effective 8.22.24.

On a motion by Andrea McGurk, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to hire Evan Cosci, PT Page, at \$16.00 per hour, effective 7.29.24.

On a motion by Andrea McGurk, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to hire Jacob Schulman, PT Page, at \$16.00 per hour, effective 8.12.24.

D. Buildings and Grounds- Painting of the outdoor garbage cans was discussed.

IX. REPORT OF FRIENDS OF THE WEST BABYLON PUBLIC LIBRARY- President Joyce Mangialino is resigning due to illness.

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. Election of Officers- On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed that Rachel Scelfo will serve as President,

Jolene Siena as Vice-President, Maeghan Lollo as Secretary and Kathryn Gambill as Financial Officer for the Fiscal Year 2024-2025.

- B. Appointment of Committee Chairpersons-** On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, it was agreed that Kathryn Gambill will serve as Financial Committee chairperson, Jolene Siena as Policies and Legislation chairperson, Andrea McGurk as Personnel chairperson and Maeghan Lollo as Building and Grounds chairperson.
- C. Sustainable Library Certification Ceremony-** The ceremony for the Library's Sustainable Library Certification will be held on October 28, 2024 at 5 PM.

XV. NEW BUSINESS

- A. Assurances-NYS Construction Grant-** On a motion by Kathryn Gambill, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to authorize Rachel Scelfo to sign the assurances for the NYS Construction grant application for 2024.
- B. NYLA Annual Conference, November 6-9, 2024-** On a motion by Andrea McGurk, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to send Carisse Mitchell to the NYLA 2024 Annual Conference, at a cost not to exceed \$1,500.00.

XVI. COMMENTS FROM VISITORS – None.

XVII. DATES OF FUTURE BOARD MEETINGS, FRIENDS AND LIBRARY EVENTS

MONDAY, September 30, 2024	Regular Meeting 6 PM
MONDAY, October 28, 2024	Regular Meeting 6 PM
MONDAY, November 25, 2024	Regular Meeting 6 PM
MONDAY, December 30, 2024	Regular Meeting and Budget Workshop 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 7:34 PM to discuss a salary matter.

On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to re-enter the Regular meeting at 6:52 PM.

On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to adjust the salary of the Library Director per Schedule B, effective 7.1.24.

XIX. ADJOURNMENT- On a motion by Kathryn Gambill, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to adjourn the meeting at 6:57 PM.