

**WEST BABYLON PUBLIC LIBRARY
REGULAR MEETING MINUTES
Monday, November 25, 2024
6 pm**

I. Jolene Siena called the Regular Meeting to order at 6:01 pm.

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

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

III. **READING AND APPROVAL OF MINUTES OF REGULAR MEETING OF October 28, 2024**

On a motion by Maeghan Lollo, seconded by Kathryn Gambill, voted on and carried unanimously, the Minutes of the Regular Meeting of October 28, 2024, were approved.

IV. **COMMENTS FROM VISITORS** – Charlotte Buckleman, Lindenhurst Memorial Library, 1 Lee Avenue, Lindenhurst, NY.

V. **APPROVAL OF PAYROLL WARRANT #1433**

On a motion by Kathryn Gambill, seconded by Maeghan Lollo, voted on and carried unanimously, Payroll Warrant #1433 was approved.

VI. **APPROVAL OF BILL WARRANT #1434**

On a motion by Jolene Siena, seconded by Kathryn Gambill, voted on and carried unanimously, Bill Warrant #1434 was approved.

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

VIII. TREASURER'S REPORT

The financial reports for September and October 2024 were given by Diana Stein. On a motion by Kathryn Gambill, seconded by Maeghan Lollo, voted on and carried unanimously, the September 2024 Treasurer's Report was approved. On a motion by Jolene Siena, seconded by Maeghan Lollo, voted on and carried unanimously, the October 2024 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 Kathryn Gambill, voted on and carried unanimously, it was accept the resignation of Gregory Muhs as CI Librarian I at \$33.57 per hour, effective 11.18.24.

On a motion by Andrea McGurk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to hire Lisa Smyth, CI Librarian I, at \$33.57 per hour, effective 11.13.24.

On a motion by Andrea McGurk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to hire Richard Rapecis, CT Librarian I, at \$33.57 per hour, effective 11.19.24.

On a motion by Andrea McGurk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to hire Regina Schaentzler, PT Library Clerk, at \$18.43 per hour, effective 10.29.24.

On a motion by Andrea McGurk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to accept the resignation of Regina Schaentzler, PT Library Clerk, at \$18.43 per hour, effective 11.18.24.

D. Buildings and Grounds- None.

IX. REPORT OF FRIENDS OF THE WEST BABYLON PUBLIC LIBRARY- The Friends have a full executive board and Michael Lollo is President.

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. Door Saddle Replacement Estimate-** Only one company submitted an estimate. On a motion by Andrea McGurk, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to accept the proposal from L.I. Automatic Doors for \$983 to replace the front door saddle.
- B. Records Access Policy Update-** On a motion by Jolene Siena, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to approve the updated Records Access policy.
- C. Proposed Budget FY2025-2026-** The NYSHIP rates for the upcoming year still have not been received.
- D. SCLS Proposed Budget FY2025-** On a motion by Andrea McGurk, seconded by Kathryn Gambill, voted on and carried unanimously, the SCLS Proposed Budget for FY2025 was approved.

XV. NEW BUSINESS

- A. Proposed Budget Schedule FY2025-2026-** On a motion by Maeghan Lollo, seconded by Kathryn Gambill, voted on and carried unanimously, the proposed Budget Schedule for FY2025-2026 was approved.

XVI. COMMENTS FROM VISITORS – None.

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

SATURDAY, December 7, 2024	Friends Book Sale – 10:30 AM - 4:30 PM
MONDAY, December 30, 2024	Regular Meeting and Budget Workshop 6 PM
MONDAY, January 27, 2025	Regular Meeting 6 PM
MONDAY, February 24, 2025	Regular Meeting 6 PM

- XVIII. EXECUTIVE SESSION-** On a motion by Jolene Siena, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to enter Executive Session at 6:37 PM to discuss a personnel matter.

XIX. ADJOURNMENT- On a motion by Jolene Siena, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed re-enter the Regular Meeting and adjourn at 6:53 PM.