

III.

**WEST BABYLON PUBLIC LIBRARY  
REGULAR MEETING AND BUDGET WORKSHOP MINUTES  
Monday, December 30, 2024  
6 pm**

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

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

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

III. **READING AND APPROVAL OF MINUTES OF REGULAR MEETING OF November 25, 2024**

On a motion by Andrea McGurk, seconded by Jolene Siena, voted on and carried unanimously, the Minutes of the Regular Meeting of November 25, 2024, were approved, with Rachel Scelfo abstaining due to her absence from that meeting.

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

V. **APPROVAL OF PAYROLL WARRANT #1435**

On a motion by Kathryn Gambill, seconded by Andrea McGurk, voted on and carried unanimously, Payroll Warrant #1435 was approved.

VI. **APPROVAL OF BILL WARRANT #1436**

On a motion by Jolene Siena, seconded by Kathryn Gambill, voted on and carried unanimously, Bill Warrant #1436 was approved.

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

## VIII. TREASURER'S REPORT

The financial reports for November 2024 were given by Diana Stein. On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, the November 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 agreed to hire Domenico Sgambati as Library Assistant at \$51,599.69 per year, effective 12.9.24.

On a motion by Andrea McGurk, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to hire Lauren Hillman, PT Library Clerk, at \$18.43 per hour, effective 12.11.24.

**D. Buildings and Grounds-** None.

**IX. REPORT OF FRIENDS OF THE WEST BABYLON PUBLIC LIBRARY-** The December book sale was successful.

## 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. Proposed Budget FY2025-2026-** On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to enter the Budget Workshop. A line-by-line review of the proposed budget was conducted. On a motion by Rachel Scelfo, seconded by Kathryn Gambill, voted on and carried unanimously it was agreed to approve the Proposed Budget for FY2025-2026 and close the Budget Workshop.

**XV. NEW BUSINESS**

- A. Closing Assurance-NYS Construction Grant-** On a motion by Andrea McGurk, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to authorize Rachel Scelfo, Board President, to sign the Closing Assurance for the NYS Construction grant for paver replacement.
- B. Proposal-Dell-** On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, the proposal from Dell for \$2,945.59 for purchase of a new computer was approved.
- C. Draft Board Letter for Newsletter-** The draft board letter for the newsletter was approved.
- D. Budget Legal Notice for FY2025-2026-** On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, the Budget Legal Notice for FY2025-2026 reviewed by the Library attorney was approved.
- E. Updated Social Media Policy-** The updated Social Media Policy was discussed.

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

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

|                           |                      |
|---------------------------|----------------------|
| MONDAY, January 27, 2025  | Regular Meeting 6 PM |
| MONDAY, February 24, 2025 | Regular Meeting 6 PM |
| MONDAY, March 31, 2025    | 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 7:26 PM to discuss a personnel matter.

**XIX. ADJOURNMENT-** On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed re-enter the Regular Meeting and adjourn at 7:53 PM.