

## 6 pm

[illegible]

- I. Call to Order
- II. Pledge of Allegiance
- III. Reading and Approval of Minutes, April 28, 2025
- IV. Comments from Visitors
- V. Approval of Payroll Warrant # 1445
- VI. Approval of Bill Warrant # 1446
- VII. Approval of Bond Warrant # N/A
- VIII. Treasurer's Report for April 2025
- IX. Committee Reports
  - A. Financial
  - B. Policies and Legislation
  - C. Personnel
  - D. Buildings and Grounds
- X. Report of the Friends of the Library
- XI. Correspondence
  - A. Letter from Mr. Volpe
  - B. Letter from PSEG Claims Department
- XIII. Report of Director
  - A. Director's Written Report
- XIV. Old Business
  - A. Review of Mission Statement
  - B. Long Range Plan 2025-2029
- XV. New Business
- XVI. Comments from Visitors
- XVII. Dates of Future Meetings, Friends and Library Events
  - MONDAY, June 23, 2025- Regular Meeting 6 PM
  - MONDAY, July 28, 2025- Regular and Reorganization Meeting 6 PM
  - MONDAY, August 25, 2025- Regular Meeting 6 PM
  - MONDAY, September 29, 2025- Regular Meeting 6 PM
- XVIII. Executive Session

III.

**WEST BABYLON PUBLIC LIBRARY  
REGULAR MEETING MINUTES**

**Monday, April 28, 2025**

**6 pm**

- I. Rachel Scelfo called the Regular Meeting to order at 6:00 pm.

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

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

- III. **READING AND APPROVAL OF MINUTES OF REGULAR MEETING OF March 31, 2025**

On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, the Minutes of the Regular Meeting of March 31, 2025, were approved.

- IV. **COMMENTS FROM VISITORS** – Melany Abrahamsen, 26 Larsen Lane, West Babylon, NY, 11704. Melany Abrahamsen inquired about the Budget Vote results.

- V. **APPROVAL OF PAYROLL WARRANT #1443**

On a motion by Jolene Siena, seconded by Kathryn Gambill, voted on and carried unanimously, Payroll Warrant #1443 was approved.

- VI. **APPROVAL OF BILL WARRANT #1444**

On a motion by Kathryn Gambill, seconded by Maeghan Lollo, voted on and carried unanimously, Bill Warrant #1444 was approved.

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

## **VIII. TREASURER'S REPORT**

The financial reports for March 2025 were given by Diana Stein. On a motion by Jolene Siena, seconded by Kathryn Gambill, voted on and carried unanimously, the March 2025 Treasurer's Report was approved.

## **IX. COMMITTEE REPORTS**

**A. Financial-** Treasurer Diana Stein noted that our interest rates are 3.74% from First National Bank and 4.07% from Valley Bank.

**B. Policies & Legislation-** The Board discussed the memo received from the Library attorney regarding piggybacking on contracts.

**C. Personnel-** On a motion by Jolene Siena, seconded by Rachel Scelfo, voted on and carried unanimously, it was agreed to accept the resignation of Serena Zingale, PT Librarian I, at \$33.57 per hour, effective 4.5.25.

On a motion by Jolene Siena, seconded by Rachel Scelfo, voted on and carried unanimously, it was agreed to hire Julianne Gortakowski, PT Librarian I, at \$33.57 per hour, effective 4.7.25.

On a motion by Jolene Siena, seconded by Rachel Scelfo, voted on and carried unanimously, it was agreed to hire Serena Zingale, CI Librarian I, at \$33.57 per hour, effective 4.6.25.

On a motion by Jolene Siena, seconded by Rachel Scelfo, voted on and carried unanimously, it was agreed to terminate Lisa Smyth, CI Librarian, at \$33.57 per hour, effective 4.6.25.

On a motion by Jolene Siena, seconded by Rachel Scelfo, voted on and carried unanimously, it was agreed to hire Linda Lalegian Parlow, PT Library Clerk, at \$18.43 per hour, effective 4.28.25.

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

**IX. REPORT OF FRIENDS OF THE WEST BABYLON PUBLIC LIBRARY-** The Friends Book Sale was discussed.

## **XI. CORRESPONDENCE**

**A. Board- O'Connell Email, TY from Birthday Wishes**

**B. Director-** None.

## **XIII. REPORT OF DIRECTOR**

**A. Director's Written Report-** The written report of the Director was discussed.

#### **XIV. OLD BUSINESS**

- A. Budget Vote Results FY2025-2026-** The Budget Vote passed 133-9 and Rachel Scelfo was elected as Trustee with 134-1. On a motion by Kathryn Gambill, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to accept the results of the Budget Vote for FY2025-2026.

#### **XV. NEW BUSINESS**

- A. Roof Replacement Bid Recommendation-** On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to award the contract for the roofing replacement project to Statewide Roofing Inc. for \$993,205 per John Tanzi's recommendation.
- B. ALA Annual Conference June 26-30, 2025-** On a motion by Rachel Scelfo, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to send two staff members to the conference at a cost not to exceed \$2,400 each.
- C. Proposed Long Range Plan 2025-2029-** The Long Range Plan will be reviewed by the Board.
- D. Policy Review-Mission Statement-** The Mission Statement will be reviewed by the Board.

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

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

WEDNESDAY, May 28, 2025

MONDAY, June 23, 2025

MONDAY, July 28, 2025

MONDAY, August 25, 2025

Regular Meeting 6 PM

Regular Meeting 6 PM

Regular and Reorganization Meeting 6 PM

Regular Meeting 6 PM

#### **XVIII. EXECUTIVE SESSION- None.**

- XIX. ADJOURNMENT-** On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to adjourn the meeting at 6:49 PM.



**V.**

**May 28, 2025**

**TO: DIANA STEIN**  
**West Babylon Public Library**

**You are hereby authorized to make payment of the attached list of payroll checks and vouchers.**

**We hereby certify that at a meeting of the Board of Trustees a resolution was adopted that authorized payment of checks and the vouchers listed above.**

\_\_\_\_\_  
**KATHRYN GAMBILL– TRUSTEE**

\_\_\_\_\_  
**MAEGHAN LOLLO– TRUSTEE**

\_\_\_\_\_  
**ANDREA MCGURK – TRUSTEE**

\_\_\_\_\_  
**RACHEL SCELFO – TRUSTEE**

\_\_\_\_\_  
**JOLENE SIENA – TRUSTEE**

**ACKNOWLEDGE** \_\_\_\_\_  
**DIANA STEIN, TREASURER**

Client ID: 21WB - West Babylon Public Library	CONSOLIDATED PAYROLL SUMMARY	As Of Date: 4/4/2025
Pay Group: All	West Babylon Public Library	Run Date: 4/2/2025

\*\*\* PAYROLL TOTALS \*\*\*

Payroll Totals	Totals By Check Type	Counts By Check Type	Employee Counts
Net Pay Checks	\$0.00	Total Live Checks	0
Direct Deposits	\$55,265.58	Additional Checks	0
**** Total Net Payroll	\$55,265.58	Manual Checks	0
Total Taxes	\$20,956.94	Void Checks	0
**** Total Payroll	\$76,222.52	Third Party Sick Checks	0
Payroll Adjustments	\$0.00	Adjustments	0
**** Adjusted Total	\$76,222.52	Vouchers (Direct Deposit)	55
		Total Third Party Payments	189
		Total Third Party Voids	0
		Zero Net Checks	0
		BlankLine	1
		BlankLine	1

Client ID: 21WB - West Babylon Public Library	CONSOLIDATED PAYROLL SUMMARY	As Of Date: 4/18/2025
Pay Group: All	West Babylon Public Library	Run Date: 4/16/2025

\*\*\* PAYROLL TOTALS \*\*\*

Payroll Totals	Totals By Check Type	Counts By Check Type	Employee Counts
Net Pay Checks	\$0.00	Total Live Checks	0
Direct Deposits	\$56,202.95	Additional Checks	0
**** Total Net Payroll	\$56,202.95	Manual Checks	0
Total Taxes	\$21,182.19	Void Checks	0
**** Total Payroll	\$77,385.14	Third Party Sick Checks	0
Payroll Adjustments	\$0.00	Adjustments	0
**** Adjusted Total	\$77,385.14	Vouchers (Direct Deposit)	56
		Total Third Party Payments	190
		Total Third Party Voids	0
		Zero Net Checks	0
		BlankLine	0
		BlankLine	0

**WARRANT #1446**

**VI.**

**May 28, 2025**

**TO: DIANA STEIN**  
**West Babylon Public Library**

**You are hereby authorized to make payment of the attached list of checks.**

**We hereby certify that at a meeting of the Board of Trustees a resolution was adopted which authorized payment of checks numbered 8610 – 8679 listed below.**

\_\_\_\_\_  
**KATHRYN GAMBILL – TRUSTEE**

\_\_\_\_\_  
**MAEGHAN LOLLO– TRUSTEE**

\_\_\_\_\_  
**ANDREA McGURK – TRUSTEE**

\_\_\_\_\_  
**RACHEL SCELFO – TRUSTEE**

\_\_\_\_\_  
**JOLENE SIENA – TRUSTEE**

**ACKNOWLEDGE** \_\_\_\_\_  
**DIANA STEIN, TREASURER**

**WEST BABYLON PUBLIC LIBRARY****Check Register****For the Period From May 28, 2025 to May 28, 2025**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
8610	5/28/25	A TIME FOR KIDS, In	1002	160.00
8611	5/28/25	AZUREE AGNELLO	1002	16.10
8612	5/28/25	Amazon Capital Servi	1002	3,836.99
8613	5/28/25	VOID	1002	
8614	5/28/25	AQUARIUM NETWO	1002	220.00
8615	5/28/25	BABYLON PUBLIC L	1002	595.00
8616	5/28/25	BAKER & TAYLOR	1002	374.36
8617	5/28/25	BAKER & TAYLOR	1002	834.74
8618	5/28/25	BAKER & TAYLOR B	1002	5,992.79
8619	5/28/25	VOID	1002	
8620	5/28/25	Jacqueline Cantwell	1002	43.26
8621	5/28/25	Conklin, Diana	1002	610.00
8622	5/28/25	Irene Conte Morgan	1002	500.00
8623	5/28/25	Creatology Kidz	1002	330.00
8624	5/28/25	Lisamarie Curley	1002	280.00
8625	5/28/25	Daphne Di Franco	1002	46.08
8626	5/28/25	Debra DiPalma	1002	505.00
8627	5/28/25	EBSCO Information	1002	4,009.50
8628	5/28/25	The Frick Collection	1002	200.00
8629	5/28/25	FRIENDS OF THE LI	1002	232.00
8630	5/28/25	Geovanny & Sons La	1002	475.00
8631	5/28/25	Great America Finan	1002	482.70
8632	5/28/25	Laura Hayden	1002	300.00
8633	5/28/25	Bryan Holland	1002	250.00
8634	5/28/25	Ingram Library Servic	1002	34.80
8635	5/28/25	Johnson Controls Se	1002	22,155.44
8636	5/28/25	KMBS U.S.A., INC.	1002	189.00
8637	5/28/25	Richard Lindstrom	1002	25.83
8638	5/28/25	LONG ISLAND DUC	1002	190.00
8639	5/28/25	LONGWOOD PUBLI	1002	29.00
8640	5/28/25	LSIT Inc.	1002	3,709.38
8641	5/28/25	Lucas Holdings, LLC	1002	691.95

**WEST BABYLON PUBLIC LIBRARY****Check Register****For the Period From May 28, 2025 to May 28, 2025**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
8642	5/28/25	Lauren McDermott	1002	199.77
8643	5/28/25	MIDWEST TAPE LL	1002	1,597.35
8644	5/28/25	Carisse Mitchell	1002	167.14
8645	5/28/25	ELIZABETH MOLINA	1002	144.00
8646	5/28/25	Montauk Lighthouse	1002	750.00
8647	5/28/25	Naela's Organics Inc.	1002	575.00
8648	5/28/25	Diane Napoli	1002	178.00
8649	5/28/25	NEWSDAY, INC.	1002	627.04
8650	5/28/25	NORTH BABYLON P	1002	24.99
8651	5/28/25	NYS Employees' Hea	1002	44,969.91
8652	5/28/25	Optimum	1002	119.90
8653	5/28/25	PETTY CASH	1002	19.15
8654	5/28/25	Catherine Pinner	1002	225.00
8655	5/28/25	PSEGLI	1002	6,159.80
8656	5/28/25	Qwick Craft, LLC	1002	300.00
8657	5/28/25	Katharine Reccardi	1002	800.00
8658	5/28/25	Evelyn Regan	1002	375.00
8659	5/28/25	SHIRLEY RUBY	1002	325.00
8660	5/28/25	S3 Business Solution	1002	227.24
8661	5/28/25	Joseph Salemo	1002	213.00
8662	5/28/25	Sav Mor Mechanical	1002	262.50
8663	5/28/25	PRISCILLA SCHLEG	1002	185.00
8664	5/28/25	SUFFOLK COUNTY	1002	248.70
8665	5/28/25	Shamus Coach Inc.	1002	850.00
8666	5/28/25	SUFFOLK LOCK & S	1002	31.92
8667	5/28/25	NICOLE SUMMERS	1002	325.00
8668	5/28/25	Tyler Sutherland	1002	9.10
8669	5/28/25	Sweetbriar Nature Ce	1002	350.00
8670	5/28/25	The AKC Museum of	1002	250.00
8671	5/28/25	The New York Botani	1002	1,711.00
8672	5/28/25	TOBAY PRINTING	1002	2,784.00
8673	5/28/25	TODAY'S BUSINESS	1002	890.00

**WEST BABYLON PUBLIC LIBRARY****Check Register****For the Period From May 28, 2025 to May 28, 2025**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
8674	5/28/25	TOWN OF BABYLO	1002	120.14
8675	5/28/25	UTICA NATIONAL IN	1002	3,696.00
8676	5/28/25	VERIZON	1002	294.21
8677	5/28/25	VERIZON BUSINES	1002	1.77
8678	5/28/25	W. B. Mason Co.,Inc.	1002	2,778.86
8679	5/28/25	Jeannie Wright	1002	3.71
<b>Total</b>				<b>120,108.12</b>

**WEST BABYLON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING**

**May 28, 2025**

**SCHEDULE (98) TREASURER'S REPORT as of April 30, 2025**

**GENERAL FUND**

				<b>TOTAL</b>
Operating Checking (2) FNBLI	Payroll Checking (3) FNBLI	Receipts Checking (4) FNBLI	WBPL Checking (5) Valley Bank	
\$676,624.52	\$417,482.49	\$230,882.67	702,236.19	\$ 2,027,225.87

Checking (6) Valley Bank
\$ 1,471,016.28

**CAPITAL FUND**

\$ 1,471,016.28

-----  
**Total Cash: \$ 3,498,242.15**

less General Fund Reserves

Capital: \$ (518,000.00)

Benefit: \$ (170,000.00)

Retiree: \$ (119,000.00)

Unemployment: \$ (10,400.00)  
-----

**Actual Cash Available: \$ 2,680,842.15**  
=====

\_\_\_\_\_  
Diana Stein  
Treasurer

**4/1/2025 - 4/30/2025**

<b>BANK BALANCE</b>	<b>\$ 785,814.73</b>
---------------------	----------------------



(3)  
WEST BABYLON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
May 28, 2025

4/1/2025 - 4/30/2025

**PAYROLL CHECKING ACCOUNT - First National Bank of LI**

**BALANCE AS REPORTED AT THE END OF PRECEDING PERIOD:**                   \$           **177,315.24**

**RECEIPTS MADE DURING MONTH:**

<u>DATE</u>	<u>SOURCE</u>	<u>RECEIPT</u>		<u>AMOUNT</u>
4/1/2025	Transfer from Operating Account	Credit	\$	160,000.00
4/28/2025	Transfer from Operating Account	Credit	\$	240,000.00
				-----
<b>TOTAL RECEIPTS</b>				\$           400,000.00

-----

**TOTAL RECEIPTS INCLUDING CASH BALANCE**                   **\$           577,315.24**

=====

**DISBURSEMENTS FOR MONTH:**

<u>DATE</u>	<u>SOURCE</u>	<u>CHECK #</u>		<u>AMOUNT</u>
4/4/2025	Payroll #20 F/T & P/T	Vouchers	\$	55,265.58
4/4/2025	Payroll Taxes & Deductions	Debit	\$	20,956.94
4/4/2025	Payroll Deductions	Debit	\$	1,650.02
4/4/2025	Payroll Deductions	Debit	\$	400.00
4/4/2025	Payroll Deductions	Debit	\$	995.49
4/18/2025	Payroll #21 F/T & P/T	Vouchers	\$	56,202.95
4/18/2025	Payroll Taxes & Deductions	Debit	\$	21,182.19
4/18/2025	Payroll Deductions	Debit	\$	1,650.02
4/18/2025	Payroll Deductions	Debit	\$	400.00
4/18/2025	Payroll Deductions	Debit	\$	996.56
4/18/2025	Payroll Deductions	1450	\$	133.00
				-----
<b>TOTAL DISBURSEMENTS</b>				\$           159,832.75

-----

**CASH BALANCE SHOWN BY RECORDS**                   **\$           417,482.49**

**PLUS OUTSTANDING CHECKS & OTHER ADJ.**                   \$           263.00

-----

**BANK BALANCE**                   **\$           417,745.49**

=====

(4)  
WEST BABYLON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
May 28, 2025

4/1/2025 - 4/30/2025

**RECEIPTS CHECKING ACCOUNT - First National Bank of LI**

**BALANCE AS REPORTED AT THE END OF PRECEDING PERIOD:** **\$ 470,667.61**

**RECEIPTS MADE DURING MONTH:**

<u>DATE</u>	<u>SOURCE</u>	<u>RECEIPT</u>	<u>AMOUNT</u>
4/7/2025	Books, Fines & Other	Credit	\$ 598.42
4/10/2025	Books, Fines & Other	Credit	\$ 631.26
4/15/2025	Books, Fines & Other	Credit	\$ 497.70
4/18/2025	Books, Fines & Other	Credit	\$ 1,315.99
4/21/2025	Books, Fines & Other	Credit	\$ 551.55
4/24/2025	Books, Fines & Other	Credit	\$ 136.30
4/30/2025	Books, Fines & Other	Credit	\$ 1,046.70
4/30/2025	Credit Card Receipts	Credit	\$ 4,775.79
4/30/2025	FNBLI Interest	Credit	\$ 830.05

**TOTAL RECEIPTS** **\$ 10,383.76**

**TOTAL RECEIPTS INCLUDING CASH BALANCE** **\$ 481,051.37**

**DISBURSEMENTS FOR MONTH:**

<u>DATE</u>	<u>SOURCE</u>	<u>CHECK #</u>	<u>AMOUNT</u>
4/7/2025	Transfer to Capital Account	Credit	\$ 250,000.00
4/7/2025	Wire Transfer Fee	Credit	\$ 15.00
4/30/2025	Credit Card Processing Fees	Credit	\$ 153.70

**TOTAL DISBURSEMENTS** **\$ 250,168.70**

**CASH BALANCE SHOWN BY RECORDS** **\$ 230,882.67**

**LESS DEPOSIT IN TRANSIT** **\$ 1,451.70**

**BANK BALANCE** **\$ 229,430.97**

(5)  
WEST BABYLON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
May 28, 2025

4/1/2025 - 4/30/2025

**VALLEY BANK - WBPL ACCOUNT**

**BALANCE AS REPORTED AT THE END OF PRECEDING PERIOD:                      \$699,935.03**

**RECEIPTS MADE DURING MONTH:**

<u>DATE</u>	<u>SOURCE</u>	<u>RECEIPT</u>	<u>AMOUNT</u>
4/30/2025	Valley Bank Interest	Credit	\$ 2,301.16
			-----
<b>TOTAL RECEIPTS</b>			<b>\$ 2,301.16</b>
			-----
<b>TOTAL RECEIPTS INCLUDING CASH BALANCE</b>			<b>\$ 702,236.19</b>
			=====

**DISBURSEMENTS FOR MONTH:**

<u>DATE</u>	<u>SOURCE</u>	<u>CHECK #</u>	<u>AMOUNT</u>
			-----
<b>TOTAL DISBURSEMENTS</b>			<b>0</b>
			-----
<b>CASH BALANCE SHOWN BY RECORDS</b>			<b>\$ 702,236.19</b>
<b>PLUS OUTSTANDING CHECKS</b>			<b>0</b>
			-----
<b>BANK BALANCE</b>			<b>\$ 702,236.19</b>
			=====

(6)  
WEST BABYLON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
May 28, 2025

4/1/2025 - 4/30/2025

**VALLEY BANK - CAPITAL ACCOUNT**

**BALANCE AS REPORTED AT THE END OF PRECEDING PERIOD:**      \$    1,216,331.25

**RECEIPTS MADE DURING MONTH:**

<u>DATE</u>	<u>SOURCE</u>	<u>RECEIPT</u>	<u>AMOUNT</u>
4/7/2025	Transfer from Receipts Account	Credit	\$    250,000.00
4/30/2025	Valley Bank Interest	Credit	\$       4,685.03
			-----
<b>TOTAL RECEIPTS</b>			\$    254,685.03
			-----
<b>TOTAL RECEIPTS INCLUDING CASH BALANCE</b>			<b>\$    1,471,016.28</b>
			=====

**DISBURSEMENTS FOR MONTH:**

<u>DATE</u>	<u>SOURCE</u>	<u>CHECK #</u>	<u>AMOUNT</u>
			-----
<b>TOTAL DISBURSEMENTS</b>			-----
<b>CASH BALANCE SHOWN BY RECORDS PLUS OUTSTANDING CHECKS</b>			<b>\$    1,471,016.28</b>
			-----
<b>BANK BALANCE</b>			<b>\$    1,471,016.28</b>
			=====

Charles J. Volpe  
13 Blanchard Street  
West Babylon, New York 11704  
(631) 456 - 0836  
CJV9XNY@AOL.COM

MAY 09, 2025

Rachel Scelfo, Trustee President  
Nancy Evans, Library Director  
West Babylon Public Library  
211 Route 109  
West Babylon, New York 11704

Dear Ms. Scelfo and Ms. Evans,

Before I begin, let me first say that I love the WBPL and try to visit every chance I get (My favorite place to get away and unwind).

That being said, I would also like to say that I am not by any means racist, bias, prejudice, sexist or homophobic in any way. Fact is, I've been married to a wonderful Hispanic woman for many years and I also have relatives and close friends that are gay and I love them all very much.

I understand that on Saturday, May 17, 2025 at 11:00 A.M. the WBYA will be creating and presenting stuff bags to a local LGBTQ+ chapter. My question is "Why"? What have they contributed to our community that we have to give back ???

I can think of so many other much more well deserving groups and individuals that you should be honoring.

Why not give back to the many senior citizens in our community that are living in the countless assisted or nursing facilities in our community or the homebound seniors?

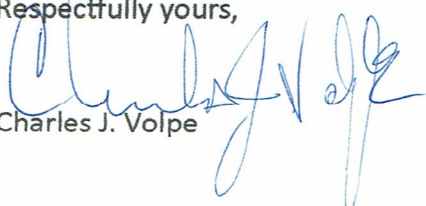
What about the terminally ill young children in the hospital fighting for their lives, don't you think they need some cheering up or the many Veterans that have really given so much of themselves to keep us safe and free, many spending the rest of their lives in the Veterans Hospitals. Their sacrifices cannot be measured by any means.

The list goes on and on, Police Officers, Fire Fighters, EMS workers and all our first responders.

Please take all this into consideration and I really hope you will reconsider your choice and give thanks and respect to those who really deserve it and have earned it.

Thank you for your time and consideration.

Respectfully yours,

  
Charles J. Volpe



**PSEG Long Island LLC  
Claims Department**

175 East Old Country Road – Room 1-01  
Hicksville, NY 11801



May 12, 2025

West Babylon Public Library  
211 Route 109  
West Babylon, NY 11704  
Attention: Nancy Evans

Claim No.: 2504150016-001

Dear Ms. Evans,

PSEG Long Island LLC (PSEG-LI) Claims Department is the claims agent for the Long Island Power Authority (LIPA). Receipt of your claim for damages to the Library doors on January 22, 2025 claim is acknowledged.

The Long Island Power Authority endeavors at all times to provide a regular and uninterrupted supply of service, but should it interrupt the supply of service for purposes of making permanent or temporary repairs, changes or improvements in any part of its system or should the supply of service be interrupted or irregular or defective or fail from causes beyond its control or through ordinary negligence of employees, servants or agents, the Long Island Power Authority will not be liable.

Our investigation has determined that Mylar balloons caused this outage that affected 1325 Customers.

This finding indicates that your loss is directly attributable to conditions for which LIPA is not liable under its Tariff for Electric Service. Therefore, it is with regret that we must decline reimbursement of your loss.

If you have any questions, I can be contacted at (516)725-2458.

Sincerely,

***Kevin Scheid***

Claims Consultant





# WEST BABYLON

## P U B L I C   L I B R A R Y

211 Route 109 West Babylon, NY 11704 • (631) 669-5445 • Fax: (631) 669-6539 • [www.wbpl.us](http://www.wbpl.us)

Nancy Evans, Director

### MISSION STATEMENT

The West Babylon Public Library welcomes and serves all, providing resources to help users ~~persons of all ages in~~ connecting with the information needed in order to achieve personal, educational and professional goals. The Library enhances the community with its collection of materials, technology, programs and staff expertise. The Library strives to advance literacy, celebrate ideas, guide learning and connect people in accessible, functional and attractive surroundings.

Adopted: 2/18/98

Amended: 2/27/17



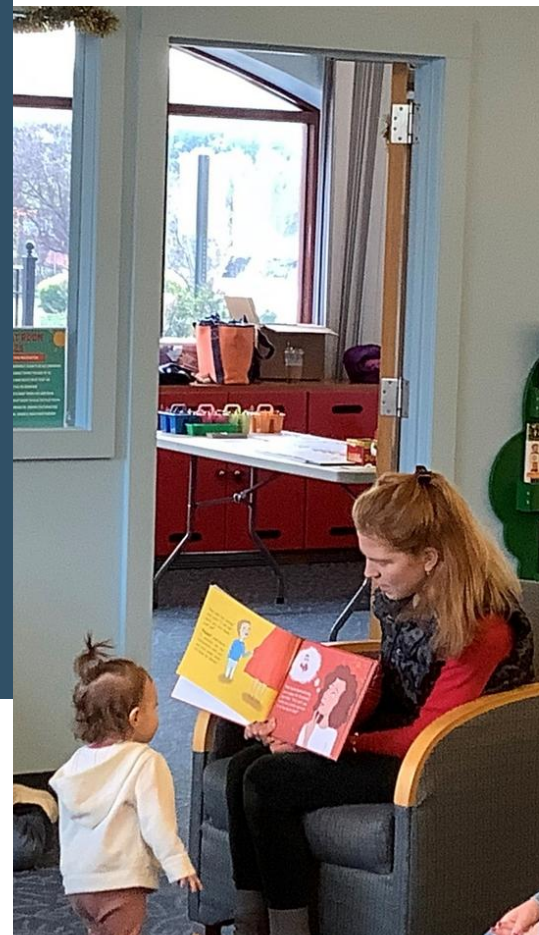




2025-2029

# Long Range Plan

West Babylon Public Library



# Table of Contents

- 1 History and Mission Statement
- 2 Philosophy of Service
- 3 Existing Services
- 4 Our Goals
- 13 Community Facts and Figures
- 14 Library Facts and Figures
- 15 Library Board of Trustees





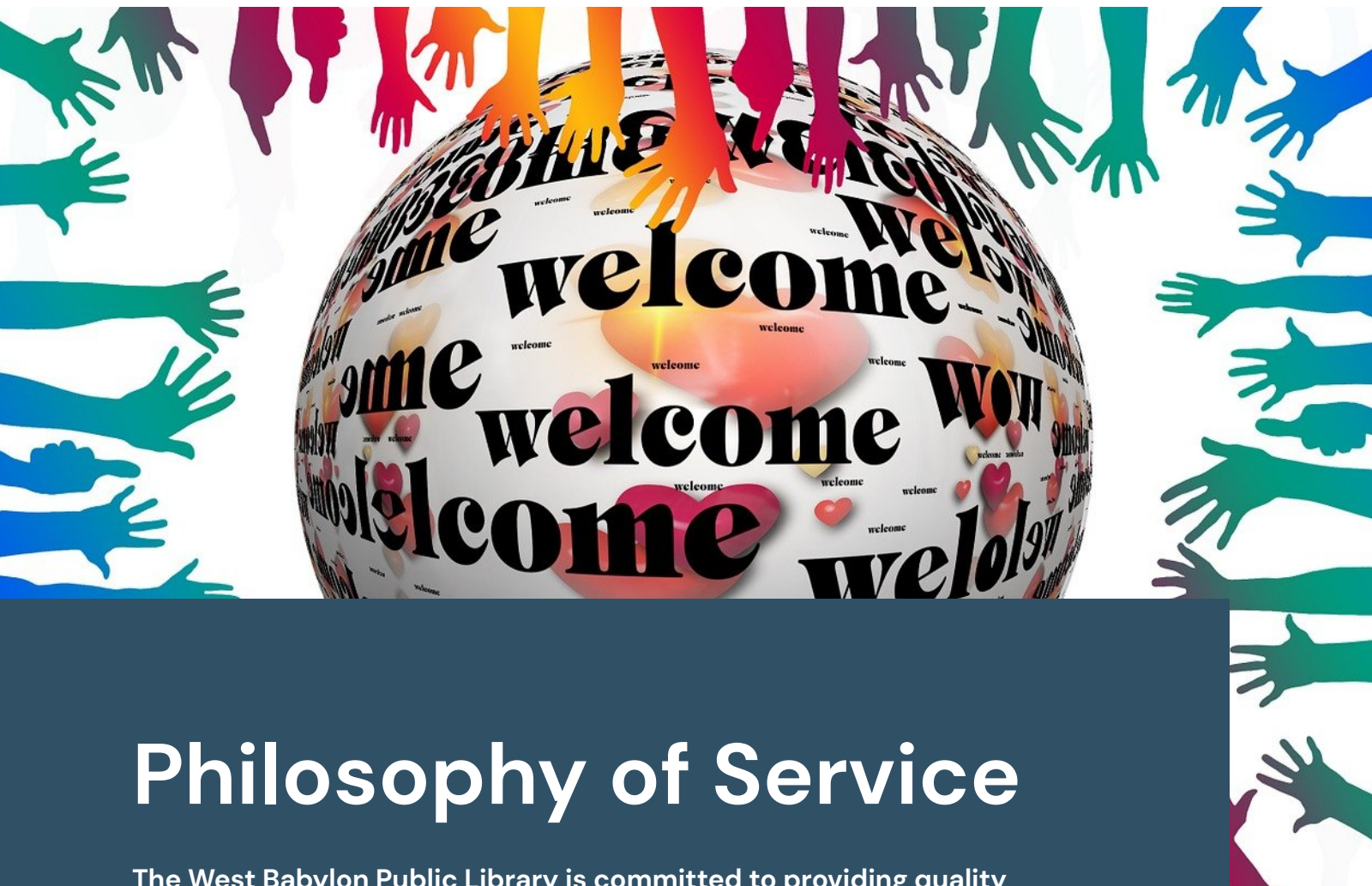


## History and Mission Statement

In 1981, a group of thirteen community members, “The Original Thirteen,” came together with a shared mission of creating a public library in West Babylon. Four prior attempts, in 1962, 1967, 1968 and 1973 had failed. “The Original Thirteen” established themselves as The Friends of the West Babylon Library, visiting neighboring libraries to observe how they operated and meeting with the Director of the Suffolk Cooperative Library System for guidance. The Friends solicited memberships in their new group for a fee of one dollar, asking for a commitment to vote “yes” on the proposed library and over one thousand residents joined. One of their popular promotional items was a T-shirt with a picture of Big Bird and the message, “Don’t follow me... I’m looking for the West Babylon Library!”

A vacant commercial building was located and purchased and, for the next six months, volunteers worked day and night, clearing, cleaning and preparing the building. Five of “The Original Thirteen” were installed as the new Library’s first Board of Trustees and a director was hired. On September 11, 1983, The West Babylon Public Library opened its doors, with a staff of eleven employees and a service area of less than six thousand patrons.

*The West Babylon Public Library provides resources to help persons of all ages in connecting with the information needed in order to achieve personal, educational and professional goals. The Library enhances the community with its collection of materials, technology, programs and staff expertise. The Library strives to advance literacy, celebrate ideas, guide learning and connect people in accessible, functional and attractive surroundings.*



# Philosophy of Service

The West Babylon Public Library is committed to providing quality library service. To best achieve this, the Library follows these philosophies:

- Commitment to intellectual freedom. Individuals are responsible for making their own choices regarding appropriateness of materials, and parents/guardians are responsible for the choices they make for their children within the limits of the law.
- Representation and respect for diversity in its collections, programs and services.
- Commitment to supporting formal and informal education and cultivating lifelong learning.
- Commitment to providing library services cost effectively.
- Use of technology to achieve greater accessibility to information and provide effective service. Commitment to offering training and educational opportunities in the use of new technologies.
- Commitment to maintaining and developing cooperative relationships and partnerships with community organizations.

# Existing Services

**The Library currently offers, but is not limited to, the following services:**



- Adaptive Technology
- Adult, Children's and Tween/Teen Programs
- All Abilities Craft Cart
- Art Exhibits and Gallery Space
- Author Talks
- Bicycle Locks and Repair Supplies
- Blind and Disabled Services
- Blood Pressure Monitoring
- Book Discussion Groups
- Career Workshops and Resources
- Circulating Laptops and Wifi Hotspots
- Collection Boxes for Non-Profit Organizations
- Community Information
- Concerts
- E-Books and Audio Books
- Exam Proctoring
- Exercise Programs
- Faxing Service
- Family Place Library and Parenting Collection
- Friday Films
- Genealogy Resources
- Home Connect Materials Delivery
- In-House STEAM Kits
- International Language Learning Database
- Library Newsletter
- Library of Things
- Literacy Programs
- Makerspace
- Media Preservation and Conversion Equipment
- Meeting Rooms and Outside Play Area
- Museum Passes, Beach Passes and Discount Tickets
- New Baby Packets
- Online Resources and Services
- Outreach Programs
- Preschool/Kindergarten Readiness and School Visits
- Reading Programs and Readers' Advisory
- Seed Library
- Self-Checkout Stations
- Social Work Intern
- Study Rooms and Privacy Pods
- Sustainable Library Certification
- Technology Workshops

## Access and Outreach



### Lifelong Learning

The Library will enhance existing services and develop new ways of supporting self-directed personal growth and development opportunities by:

- Continuing to update resources to meet the informational needs of the diverse populations within the community.
- Providing group and individual training in electronic services and basic computer skills.
- Supplementing and complementing print and non-print collections with electronic resources.
- Providing remote access to the Library's resources.
- Loaning laptops and wifi hotpots to patrons for remote Internet access.
- Continuing to expand the adult learner collection and services.
- Providing opportunities that encourage the development of life-long library users.
- Providing museum passes and discount attraction tickets.

### Community Involvement

The Library will continue to reach out to the community through activities such as:

- Collaboration with the West Babylon Public Schools on projects and initiatives.
- Attending Career Day and other school district events.
- Maintaining contact with local government officials.
- Continuing to host SCPD First Precinct meetings.
- Strengthening the Library's commitment to public relations and marketing efforts.
- Sending Library staff to community meetings and events whenever possible.
- Partnering with local institutions and organizations to provide programs and services to a diverse population.
- Offering community service opportunities to help fulfill requirements for Junior National Honor Society and National Honor Society membership.





## Patron Awareness



The Library will continue to develop and implement outreach services designed to bring in new patrons and inform our current library patrons of programs and services by:

- Developing Library information in languages other than English to communicate with a diversified community.
- Continuing to review our foreign language print and non-print collection.
- Offering New English Language Learner classes.
- Conducting periodic surveys of changes in the community to determine patron needs.

The Library will continue to develop services and programs for differently-abled patrons by:

- Providing access to resources with adaptive technology.
- Maintaining services for the homebound.
- Maintaining an accessible website.
- Providing appropriate accommodations for all.

The Library will continue to develop and market programs and services to remote users by:

- Periodically evaluating access and ease of use of the Library's website and databases.
- Offering virtual programs and online program registration.
- Offering online library card sign-up.
- Utilizing social media and traditional outlets to maximize program attendance to a diverse community and increase awareness of resources and services.
- Offering "print from anywhere" service.
- Continuing to offer e-books and Roku sticks with streaming access and movies.

The Library will continue to meet the needs of our senior population by:

- Providing programs for lifelong learning.
- Partnering with local and government organizations to provide senior services and informational programs.

## Collection Development

The West Babylon Public Library collects materials, in a variety of popular formats, which support its function as an information hub and community center. The collection also serves the popular and recreational needs of the West Babylon community and strives to reflect the racial, ethnic and cultural diversity of the community. The Library will continue developing the collection in accordance with the following criteria:

- Patron use is the most powerful influence on the Library's collection.
- Circulation, customer purchase requests and hold levels will be closely monitored, triggering the purchase of new items and additional copies of high demand items.
- In addition to customer demand, selections will be made to provide depth and diversity of viewpoints to the existing collection.
- Access to materials is improved through reorganization and weeding the collection as necessary.
- The Library will also continue to develop the Library of Things collection and explore other non-traditional collections.





## Customer Service and Staffing

### Customer Service

The Library will strive to provide excellence in customer service to meet the needs of all community members by:

- Demonstrating a proactive approach to customer relations by engaging with people, anticipating needs, and responding in an efficient, positive manner.
- Continuing to train staff to provide quality customer service.
- Conducting surveys to focus on the needs of the community.

### Staffing

The Library will maintain the quality of service delivered to the community by:

- Recruiting qualified individuals who demonstrate enthusiasm, dedication, and strong communication and inter-personal skills.
- Facilitating communication among departments.
- Creating and enhancing a positive organizational culture that maximizes staff resources and builds on individual and collective strengths.
- Encouraging continuing professional education to expand and improve skills.
- Ensuring that staff cross-training occurs on an ongoing basis in order to provide service continuity for programs, activities and services at a highly proficient level.
- Fostering participation in professional organizations.
- Continuing to offer the BOCES Employee Assistance Program for staff.
- Reviewing and updating policies.

# Facility and Finances



## Facility Planning

In order to meet the needs of our expanding and changing community and to provide library service as effectively as possible, the Library will:

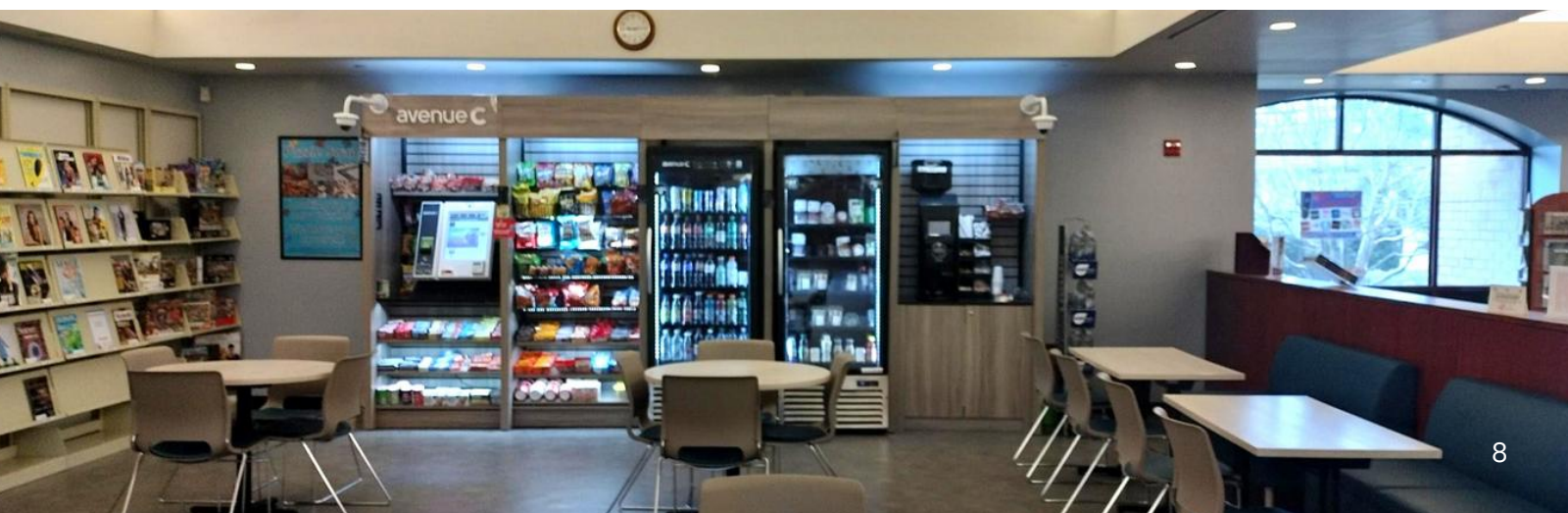
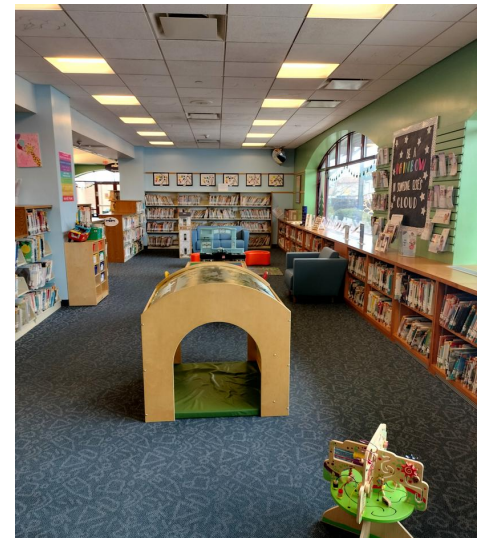
- Continue to follow the recommendations for repairs/maintenance from the Library's Comprehensive Building Assessment.
- Ensure that the facilities are accessible, safe and well-maintained.
- Review and update library policies.
- Regularly assess maintenance and cleaning practices.
- Plan and budget for furniture upgrades and improvements.
- Explore energy saving and environmentally friendly upgrades and practices.

## Facility Goals

- LED lighting retrofit project.
- Upgrade older security cameras.
- Replace single-paned windows with energy efficient windows.
- Repave parking lots.
- Upgrade AV system in Community Room.

## Finances

The Library will continue to provide high-quality resources and services in the most efficient and cost-effective manner possible and will attempt to secure new sources of non-tax-based financial support by continuing to apply for grant funding and engaging in cooperative purchasing.







# Technology

The Library will continue to provide excellent technology resources by:

- Replacing/upgrading computer hardware/software as per the schedule outlined in our Technology Plan.
- Continuing to offer circulating laptops, wifi hotspots, Technology Tutor services, Computer Skills Learning kits and technology workshops.
- Continuing to offer digitization/preservation equipment, including a free Book Scan station.
- Continuing to purchase electronic items for Library of Things collection.
- Continuing to create and offer technology tutorials on Niche Academy.
- Providing staff technology training.



# Youth Services

## Early Literacy Development

The Library recognizes that the development of language and literacy skills begins at birth and is committed to helping children achieve their greatest potential by:

- Maintaining Family Place Library status by providing Family Place Library services including two Parent-Child workshops per year.
- Participating in the *1000 Books Before Kindergarten* program.
- Offering a Parenting collection, covering every aspect of child-rearing and parenting and Parenting workshops.
- Offering the *Card Your Baby* kit for newborns.
- Conducting a Preschool and Activity Fair to connect parents to local representatives.
- Offering kindergarten readiness programs.



## Formal Learning Support

The Library will support the goals of the West Babylon Public Schools and homeschoolers by:

- Purchasing material to support the school curriculum.
- Offering a live, real-time tutoring and homework help database.
- Maintaining and developing contact with school media specialists, literacy providers and other education professionals.
- Visiting area schools and hosting class visits to the Library.
- Facilitating library card registration through the schools.
- Promoting resources at PTA meetings.
- Providing resources for educational professionals.
- Providing website resources for homeschoolers.



## Lifelong Readers

The Library will strive to create lifelong readers by:

- Continuing to offer a wide variety of storytime programs.
- Continuing to offer Summer and Winter Reading programs and attempting to increase participation.
- Continuing to offer reading incentive programs for multiple age levels
- Continuing to participate in the county-wide *Battle of the Books* program.
- Creating bibliographies, read-alike lists and engaging book displays.
- Offering book discussions and book-related programs.



## Information Literacy

Information Literacy – the ability to know when information is needed and to identify, locate, evaluate and effectively use it, is a critical 21st Century skill. The Library is committed to helping youth develop this skill by:

- Offering high-quality databases and print resources with accurate and factual content.
  - Providing research and reference assistance.
- 
- Providing community and health information for Young Adults on our website and in print.
  - Presenting to school district classes on research databases and citations.



## STEAM Education

The Library will provide opportunities for STEAM (Science, Technology, Engineering, Art, and Math) education by:

- Providing a Makerspace with technology equipment.
- Offering hands-on Makerspace programs.
- Offering STEAM programs, including *Science Buddies*.
- Circulating STEAM kits.
- Offering STEAM kits for in-library use.

## Fostering Creativity and Imagination



The Library will encourage creative expression by:

- Offering a variety of art, crafts, drama, music and other programs.
- Providing carts stocked with craft supplies in the Children's and Young Adult departments.
- Providing an Art wall, Lego wall, interactive displays and Construction Clubs.
- Providing a variety of engaging toys in the Children's room.
- Continuing to develop in-house and circulating STEAM kits with Art and Music themes.
- Continuing to purchase items that encourage creativity for the Library of Things collection.

## FACTS & FIGURES SNAPSHOT: WEST BABYLON COMMUNITY



POPULATION

**43,213**

MEDIAN AGE

**40.8 YEARS**



MEDIAN HOUSEHOLD  
INCOME

**\$127,785**



LANGUAGE OTHER THAN  
ENGLISH SPOKEN AT  
HOME

**21.5%**



EMPLOYMENT RATE

**65.4%**



HOME OWNERSHIP RATE

**65.4%**



BACHELOR'S DEGREE OR  
HIGHER

**32.2%**

## Facts & Figures Snapshot: West Babylon Public Library

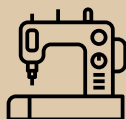


**31 MUSEUM PASSES  
CHECKED OUT 1025 TIMES**



**WIRELESS SESSIONS**

**15,532**



**ITEMS CIRCULATED**

**133,048**



**ANNUAL HOURS OPEN  
3132**



**LIBRARY VISITS  
93,340**



**REGISTERED BORROWERS**

**12,003**



**REFERENCE TRANSACTIONS**

**10,048**



**PROGRAM ATTENDANCE**

**16,815**



