

III.

**WEST BABYLON PUBLIC LIBRARY  
REGULAR MEETING MINUTES**

**Monday, June 23, 2025**

**6 pm**

- I. Rachel Scelfo called the Regular Meeting to order at 6:02 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 May 28, 2025**

On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, the Minutes of the Regular Meeting of May 28, 2025, were approved.

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

- V. **APPROVAL OF PAYROLL WARRANT #1447**

On a motion by Kathryn Gambill, seconded by Jolene Siena, voted on and carried unanimously, Payroll Warrant #1447 was approved.

- VI. **APPROVAL OF BILL WARRANT #1448**

On a motion by Kathryn Gambill, seconded by Maeghan Lollo, voted on and carried unanimously, Bill Warrant #1448 was approved.

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

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

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

## **IX. COMMITTEE REPORTS**

- A. Financial-** On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to commit \$650,000 in the General Fund as Capital Reserve.

On a motion by Rachel Scelfo, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to uncommit \$125,000 for LED lighting and to commit \$550,000 for roof replacement and \$100,000 for solar panels in the Capital Fund.

- B. Policies & Legislation-** None.

- C. Personnel-** On a motion by Jolene Siena, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to allow the use of leave without pay for Donna Lafferty, PT Page, effective 5.11.2025.

- D. Buildings and Grounds-** Rainbow Renovation returned to repair loose weatherstripping in the front entrance. A leak in the overhang that is causing paint to peel was discussed.

- IX. REPORT OF FRIENDS OF THE WEST BABYLON PUBLIC LIBRARY-** The Friends Book Sale and whether costume jewelry is still being accepted for sale was discussed.

## **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. None.**

## **XV. NEW BUSINESS**

- A. Baldessari and Coster Engagement Letter-** On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to accept the engagement letter from Baldessari and Coster for the year ended June 30, 2025.
- B. SavMor Contracts-** On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, the service agreement from SavMor for HVAC units and BMS system for \$15,950 for 2025-2026 was approved.  
  
On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, the service agreement from SavMor for other equipment for \$4,710 for 2025-2026 was approved.
- C. Volz and Vigliotta Retainer Agreement-** On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to accept the retainer agreement from Volz and Vigliotta for 2025-2026 and to authorize Rachel Scelfo to sign the agreement.
- D. Budget Line Transfers-** On a motion by Kathryn Gambill, seconded by Maeghan Lollo, voted on and carried unanimously, the budget line transfers as per the schedule were approved.

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

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

|                            |   |
|----------------------------|---|
| 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                    |
| MONDAY, October 27, 2025   | Regular Meeting 6 PM                    |

**XVIII. EXECUTIVE SESSION-** On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to go into Executive Session at 6:46 PM to discuss salary and personnel matters.

On a motion by Maeghan Lollo, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to re-enter the Regular Meeting at 7:00 PM.

On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to adjust the Business Office salaries per Salary Schedule 6.25, effective 7.1.25.

**XIX. ADJOURNMENT-** On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to adjourn the meeting at 7:01 PM.