

III.

**WEST BABYLON PUBLIC LIBRARY
REGULAR MEETING MINUTES
Monday, November 24, 2025
6 PM**

- I. Jolene Siena called the Regular Meeting to order at 6:03 PM. Rachel Scelfo arrived at 6:17 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 REGULAR MEETING OF October 27, 2025**

On a motion by Maeghan Lollo, seconded by Kathryn Gambill, voted on and carried unanimously, the Minutes of the Regular Meeting of October 27, 2025, were approved with Andrea McGurk recusing.

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

- V. **APPROVAL OF PAYROLL WARRANT #1457**

On a motion by Kathryn Gambill, seconded by Jolene Siena, voted on and carried unanimously, Payroll Warrant #1457 was approved.

- VI. **APPROVAL OF BILL WARRANT #1458**

On a motion by Jolene Siena, seconded by Andrea McGurk, voted on and carried unanimously, Bill Warrant #1458 was approved.

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

VIII. TREASURER'S REPORT

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

IX. COMMITTEE REPORTS

- A. Financial- Positive Pay-Connect One Bank-** On a motion by Maeghan Lollo, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to authorize Renata Robak and Nancy Evans to approve payments and exceptions through Positive Pay at Connect One Bank, with Rachel Scelfo recusing.
- B. Policies & Legislation- None.**
- C. Personnel-** On a motion by Andrea McGurk, seconded by Rachel Scelfo, voted on and carried unanimously, it was agreed to approve leave without pay for Victoria Malvone, PT Page, from 9.11.25 to 10.13.25 and from 10.15.25 to tbd.
- D. Buildings and Grounds-** Removal of the peeling wooden shade structures and painting of the building was discussed.

IX. REPORT OF FRIENDS OF THE WEST BABYLON PUBLIC LIBRARY- The Friends held a successful book sale this past Saturday.

XI. CORRESPONDENCE

- A. None**

XIII. REPORT OF DIRECTOR

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

XIV. OLD BUSINESS

- A. SCLS 2026 Proposed Budget and Trustee Ballot-** On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to approve the SCLS 2026 proposed budget and to vote for Justin Belkin as Babylon trustee.
- B. Proposed Budget FY2026-2027-** The proposed budget was discussed. The 2026 NYSHIP rates were received late today so line items may have to be adjusted but the overall budget will remain a 2% increase.

- C. Audit Report FY2024-2025-** On a motion by Kathryn Gambill, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to accept the audit report from Baldessari and Coster for FY2024-2025.

XV. NEW BUSINESS

- A. Demco Display Furniture Quote-** On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to accept the quote from Demco for display furniture for \$2,027.49.
- B. Staff Dress Code-** An updated dress code for staff was discussed. Director Evans will draft a new dress code for review.
- C. Cooking Programs-** Attendance and programmer fees for cooking programs were discussed. It was agreed to charge \$5 for food programs by outside programmers.

XVI. COMMENTS FROM VISITORS – None.

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

MONDAY, December 29, 2025	Regular Meeting and Budget Workshop 6 PM
MONDAY, January 26, 2026	Regular Meeting 6 PM
MONDAY, February 23, 2026	Regular Meeting 6 PM

- XVIII. EXECUTIVE SESSION-** On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to enter into Executive Session at 7:03 PM to discuss a personnel matter.

On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to re-enter the Regular Meeting at 7:18 PM.

On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to approve Salary Schedule 11.25.

On a motion by Rachel Scelfo, seconded by Andrea McGurk, voted on and carried unanimously, it was agreed to adjourn the meeting at 7:19 PM.