

MONDAY
January 26, 2026

MOTION	SECOND

- I. Call to Order
- II. Pledge of Allegiance
- III. Reading and Approval of Minutes, December 29, 2025
- IV. Comments from Visitors
- V. Approval of Payroll Warrant # 1461
- VI. Approval of Bill Warrant # 1462
- VII. Approval of Bond Warrant # N/A
- VIII. Treasurer's Report for December 2025
- IX. Committee Reports
 - A. Financial-2026 IRS Mileage Rate
 - B. Policies and Legislation
 - C. Personnel
 - D. Buildings and Grounds
- X. Report of the Friends of the Library
- XI. Correspondence
 - A.
- XIII. Report of Director
 - A. Director's Written Report
- XIV. Old Business
 - A. Proposed Budget FY2026-2027
- XV. New Business
 - A. Legal Notice for Budget and Trustee Vote
 - B. Snow Removal Quotes
 - C. CDWG Quote
 - D. Sample Vulnerable Adults Policy
- XVI. Comments from Visitors
- XVII. Dates of Future Meetings, Friends and Library Events
 - MONDAY, February 23, 2026 - Regular Meeting 6 PM
 - MONDAY, March 30, 2026 - Regular Meeting and Budget Hearing 6 PM
 - TUESDAY, April 14, 2026 - Library Vote 1-9 PM
 - MONDAY, April 27, 2026 - Regular Meeting 6 PM
- XVIII. Executive Session

III.

**WEST BABYLON PUBLIC LIBRARY
REGULAR MEETING AND BUDGET WORKSHOP MINUTES
Monday, December 29, 2025
6 PM**

- I. Jolene Siena called the Regular Meeting to order at 6:05 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 November 24, 2025**

On a motion by Maeghan Lollo, seconded by Jolene Siena, voted on and carried unanimously, the Minutes of the Regular Meeting of November 24, 2025, were approved.

- IV. **COMMENTS FROM VISITORS** – Melany Abrahamsen, 26 Larsen Lane, West Babylon, NY 11704

- V. **APPROVAL OF PAYROLL WARRANT #1459**

On a motion by Kathryn Gambill, seconded by Rachel Scelfo, voted on and carried unanimously, Payroll Warrant #1459 was approved.

- VI. **APPROVAL OF BILL WARRANT #1460**

On a motion by Jolene Siena, seconded by Kathryn Gambill, voted on and carried unanimously, Bill Warrant #1460 was approved.

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

VIII. TREASURER'S REPORT

The financial reports for November 2025 were given by Diana Stein. On a motion by Maeghan Lollo, seconded by Jolene Siena, voted on and carried unanimously, the November 2025 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 Jolene Siena, voted on and carried unanimously, it was agreed to approve the hiring of Marie FitzGerald, C/I Librarian, at \$34.41 per hour, effective 12.17.25.

On a motion by Andrea McGurk, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to approve the ending of leave without pay for Victoria Malvone, PT Page, effective 12.8.25.

D. Buildings and Grounds- A leak in the Library entryway was discussed.

IX. REPORT OF FRIENDS OF THE WEST BABYLON PUBLIC LIBRARY- The Friends have several events planned for 2026, including a concert.

XI. CORRESPONDENCE

A. Thank You Letters- Abrahamsen and Algerio- Thank you letters were sent for donations received.

XII. Report of Director

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

XIII. OLD BUSINESS

A. Budget Workshop for Proposed Budget FY2026-2027- The proposed budget was discussed in detail.

XV. NEW BUSINESS

A. Johnson Controls Proposal- On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to approve the proposal nunc pro tunc for replacement of combination smoke/CO2 detectors, as per the NYS contract, for \$7,210.62.

- B. Draft Board Letter for March/April Newsletter-** The draft board letter for the March/April newsletter was approved.

XVI. COMMENTS FROM VISITORS – Melany Abrahamsen commented positively on the new roof.

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

MONDAY, January 26, 2026	Regular Meeting 6 PM
MONDAY, February 23, 2026	Regular Meeting 6 PM
MONDAY, March 30, 2026	Regular Meeting and Budget Hearing 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 into Executive Session at 7:12 PM to discuss a personnel matter.

On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to re-enter the Regular Meeting and adjourn at 7:29 PM.

V.

January 26, 2026

**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

*** 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	\$54,876.21	Additional Checks	0
**** Total Net Payroll	\$54,876.21	Manual Checks	0
		Void Checks	0
Total Taxes	\$20,955.78	Third Party Sick Checks	52
**** Total Payroll	\$75,831.99	Adjustments	54
		Vouchers (Direct Deposit)	0
Payroll Adjustments	\$0.00	Total Third Party Payments	143
**** Adjusted Total	\$75,831.99	Total Third Party Voids	197
		Zero Net Checks	52
		BlankLine	64
		BlankLine	2
		BlankLine	2

*** 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	\$55,365.72	Additional Checks	0
**** Total Net Payroll	\$55,365.72	Manual Checks	0
		Void Checks	0
Total Taxes	\$21,051.58	Third Party Sick Checks	54
**** Total Payroll	\$76,417.30	Adjustments	55
		Vouchers (Direct Deposit)	0
Payroll Adjustments	\$0.00	Total Third Party Payments	143
**** Adjusted Total	\$76,417.30	Total Third Party Voids	198
		Zero Net Checks	54
		BlankLine	65
		BlankLine	1
		BlankLine	1

WARRANT #1462

VI.

January 26, 2026

**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 9101 – 9159 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 Jan 26, 2026 to Jan 26, 2026**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
9101	1/26/26	A TIME FOR KIDS, In	1002	160.00
9102	1/26/26	Amazon Capital Servi	1002	1,605.45
9103	1/26/26	VOID	1002	
9104	1/26/26	AQUARIUM NETWO	1002	257.00
9105	1/26/26	BABYLON POST OF	1002	1,500.00
9106	1/26/26	BK FIRE SUPPRESS	1002	664.28
9107	1/26/26	Jacqueline Cantwell	1002	68.27
9108	1/26/26	Lisamarie Curley	1002	280.00
9109	1/26/26	DEMCO, INC	1002	299.25
9110	1/26/26	Chocology Unlimited	1002	500.00
9111	1/26/26	Evelyn Hill Inc.	1002	1,120.50
9112	1/26/26	Floyd Memorial Librar	1002	17.99
9113	1/26/26	FRIENDS OF THE LI	1002	124.00
9114	1/26/26	Gebert Enterprises In	1002	200.00
9115	1/26/26	Geovanny & Sons La	1002	1,425.00
9116	1/26/26	GRAINGER	1002	253.20
9117	1/26/26	Great America Finan	1002	2,081.88
9118	1/26/26	Carlos Hidalgo	1002	31.22
9119	1/26/26	Ingram Library Servic	1002	3,882.17
9120	1/26/26	VOID	1002	
9121	1/26/26	VOID	1002	
9122	1/26/26	VOID	1002	
9123	1/26/26	Johnson Controls Se	1002	6,790.14
9124	1/26/26	KMBS U.S.A., INC.	1002	180.46
9125	1/26/26	L I Snow Plowing and	1002	7,919.50
9126	1/26/26	Richard Lindstrom	1002	38.64
9127	1/26/26	LSIT Inc.	1002	3,006.25
9128	1/26/26	MIDWEST TAPE LL	1002	850.16
9129	1/26/26	Carisse Mitchell	1002	117.80
9130	1/26/26	NEWSDAY, INC.	1002	627.04
9131	1/26/26	NYS Employees' Hea	1002	49,409.35
9132	1/26/26	NYS Unemployment I	1002	13.75

WEST BABYLON PUBLIC LIBRARY
Check Register
For the Period From Jan 26, 2026 to Jan 26, 2026

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
9133	1/26/26	Off Your Wall Art	1002	500.00
9134	1/26/26	Partners in Recogniti	1002	52.50
9135	1/26/26	PETTY CASH	1002	39.91
9136	1/26/26	PSEGLI	1002	6,752.26
9137	1/26/26	Katharine Reccardi	1002	500.00
9138	1/26/26	Evelyn Regan	1002	225.00
9139	1/26/26	SHIRLEY RUBY	1002	330.00
9140	1/26/26	Sav Mor Mechanical	1002	5,165.00
9141	1/26/26	PRISCILLA SCHLEG	1002	202.90
9142	1/26/26	SCLS	1002	314.10
9143	1/26/26	SCLS - PALS	1002	6,418.78
9144	1/26/26	Domenico Sgambati	1002	8.33
9145	1/26/26	STANDARD SECURI	1002	1,298.65
9146	1/26/26	Statue Cruises	1002	1,404.00
9147	1/26/26	Diana Stein	1002	3,500.00
9148	1/26/26	Stericycle, Inc.	1002	134.98
9149	1/26/26	NICOLE SUMMERS	1002	325.00
9150	1/26/26	Tyler Sutherland	1002	9.10
9151	1/26/26	TOBAY PRINTING	1002	2,784.00
9152	1/26/26	TOWN OF BABYLO	1002	120.14
9153	1/26/26	UTICA NATIONAL IN	1002	14,556.00
9154	1/26/26	VERIZON	1002	303.50
9155	1/26/26	VERIZON BUSINES	1002	1.06
9156	1/26/26	Verizon Fios	1002	170.99
9157	1/26/26	Volz & Vigliotta, PLL	1002	1,875.00
9158	1/26/26	W. B. Mason Co.,Inc.	1002	631.78
9159	1/26/26	Johnson Controls Se	1002	10,299.71
Total				141,345.99

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

January 26, 2026

SCHEDULE (98) TREASURER'S REPORT as of December 31, 2025

GENERAL FUND

				TOTAL
Operating Checking (2) ConnectOneBank	Payroll Checking (3) ConnectOneBank	Receipts Checking (4) ConnectOneBank	WBPL Checking (5) 720570.43	
\$899,359.62	\$173,114.60	\$342,619.55	\$720,570.43	\$ 2,135,664.20

Checking (6) Valley National
\$ 910,541.61

CAPITAL FUND

\$ 910,541.61

Total Cash: \$ 3,046,205.81

less General Fund Reserves

Capital: \$ (650,000.00)

Benefit: \$ (165,000.00)

Retiree: \$ (119,000.00)

Unemployment: \$ (10,400.00)

Actual Cash Available: \$ 2,101,805.81
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**Diana Stein
Treasurer**

12/1/202 - 12/31/2026

BANK BALANCE	\$ 987,661.54
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(3)
WEST BABYLON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
January 26, 2026

12/1/2025 - 12/31/2025

PAYROLL CHECKING ACCOUNT - ConnectOneBank

BALANCE AS REPORTED AT THE END OF PRECEDING PERIOD: \$ **173,645.05**

RECEIPTS MADE DURING MONTH:

<u>DATE</u>	<u>SOURCE</u>	<u>RECEIPT</u>	<u>AMOUNT</u>
12/8/2025	Transfer from Operating Account	Credit	\$ 160,000.00

TOTAL RECEIPTS			\$ 160,000.00

TOTAL RECEIPTS INCLUDING CASH BALANCE **\$ 333,645.05**
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DISBURSEMENTS FOR MONTH:

<u>DATE</u>	<u>SOURCE</u>	<u>CHECK #</u>	<u>AMOUNT</u>
12/1/2025	Payroll Deductions 11/28/2025	Debit	\$ 1,516.09
12/1/2025	Payroll Deductions 11/28/2025	Debit	\$ 400.00
12/1/2025	Payroll Deductions 11/28/2025	Debit	\$ 650.64
12/12/2025	Payroll #12 F/T & P/T	Debit	\$ 54,876.21
12/12/2025	Payroll Taxes & Deductions	Debit	\$ 20,955.78
12/12/2025	Payroll Deductions	Debit	\$ 1,473.08
12/12/2025	Payroll Deductions	Debit	\$ 400.00
12/12/2025	Payroll Deductions	Debit	\$ 650.64
12/12/2025	Bank Positive Pay Fee	Debit	\$ 500.00
12/26/2025	Payroll #13 F/T & P/T	Debit	\$ 55,365.72
12/26/2025	Payroll Taxes & Deductions	Debit	\$ 21,051.58
12/26/2025	Payroll Deductions	Debit	\$ 127.00
12/26/2025	Payroll Deductions	Debit	\$ 1,473.08
12/26/2025	Payroll Deductions	Debit	\$ 400.00
12/26/2025	Payroll Deductions	Debit	\$ 690.63

TOTAL DISBURSEMENTS \$ 160,530.45

CASH BALANCE SHOWN BY RECORDS \$ 173,114.60
PLUS OUTSTANDING CHECKS & OTHER ADJ. \$ 445.00

BANK BALANCE **\$ 173,559.60**
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(4)
WEST BABYLON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
January 26, 2026

12/1/2025 - 12/31/2025

RECEIPTS CHECKING ACCOUNT - ConnectOneBank

BALANCE AS REPORTED AT THE END OF PRECEDING PERIOD: **\$ 335,511.38**

RECEIPTS MADE DURING MONTH:

<u>DATE</u>	<u>SOURCE</u>	<u>RECEIPT</u>	<u>AMOUNT</u>
12/5/2025	Books, Fines & Other	Credit	\$ 405.82
12/8/2025	Books, Fines & Other	Credit	\$ 270.55
12/11/2025	Bank Charges Refund	Credit	\$ 145.87
12/11/2025	Books, Fines & Other	Credit	\$ 1,362.06
12/16/2025	Books, Fines & Other	Credit	\$ 1,930.94
12/19/2025	Books, Fines & Other	Credit	\$ 181.00
12/22/2025	Books, Fines & Other	Credit	\$ 187.35
12/26/2025	Books, Fines & Other	Credit	\$ 32.65
12/31/2025	ConnectOne Interest	Credit	\$ 880.98
12/31/2025	Books, Fines & Other	Credit	\$ 421.05
12/31/2025	Credit Card Receipts	Credit	\$ 1,356.44

TOTAL RECEIPTS **\$ 7,174.71**

TOTAL RECEIPTS INCLUDING CASH BALANCE **\$ 342,686.09**

DISBURSEMENTS FOR MONTH:

<u>DATE</u>	<u>SOURCE</u>	<u>CHECK #</u>	<u>AMOUNT</u>
12/31/2025	Credit Card Processing Fees	Debit	\$ 66.54

TOTAL DISBURSEMENTS **\$ 66.54**

CASH BALANCE SHOWN BY RECORDS **\$ 342,619.55**

LESS DEPOSIT IN TRANSIT **\$ 421.05**

BANK BALANCE **\$ 342,198.50**

(5)
WEST BABYLON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
January 26, 2026

12/1/2025 - 12/31/2025

VALLEY NATIONAL BANK - WBPL ACCOUNT

BALANCE AS REPORTED AT THE END OF PRECEDING PERIOD: \$718,434.81

RECEIPTS MADE DURING MONTH:

<u>DATE</u>	<u>SOURCE</u>	<u>RECEIPT</u>	<u>AMOUNT</u>
12/31/2025	Valley Bank Interest	Credit	\$ 2,135.62

TOTAL RECEIPTS	\$ 2,135.62
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TOTAL RECEIPTS INCLUDING CASH BALANCE	\$ 720,570.43
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DISBURSEMENTS FOR MONTH:

<u>DATE</u>	<u>SOURCE</u>	<u>CHECK #</u>	<u>AMOUNT</u>
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TOTAL DISBURSEMENTS	0
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CASH BALANCE SHOWN BY RECORDS	\$ 720,570.43
PLUS OUTSTANDING CHECKS	0

BANK BALANCE	\$ 720,570.43
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(6)
WEST BABYLON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
January 26, 2026

12/1/2025 - 12/31/2025

VALLEY NATIONAL BANK - CAPITAL ACCOUNT

BALANCE AS REPORTED AT THE END OF PRECEDING PERIOD: \$ 907,741.32

RECEIPTS MADE DURING MONTH:

<u>DATE</u>	<u>SOURCE</u>	<u>RECEIPT</u>	<u>AMOUNT</u>
12/31/2025	Valley Bank Interest	Credit	\$ 2,800.29

TOTAL RECEIPTS	\$ 2,800.29
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TOTAL RECEIPTS INCLUDING CASH BALANCE	\$ 910,541.61
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DISBURSEMENTS FOR MONTH:

<u>DATE</u>	<u>SOURCE</u>	<u>CHECK #</u>	<u>AMOUNT</u>
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TOTAL DISBURSEMENTS

CASH BALANCE SHOWN BY RECORDS PLUS OUTSTANDING CHECKS	\$ 910,541.61
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BANK BALANCE	\$ 910,541.61
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IRS sets 2026 business standard mileage rate at 72.5 cents per mile, up 2.5 cents

IR-2025-128, Dec. 29, 2025

WASHINGTON — The Internal Revenue Service today announced that the optional standard mileage rate for business use of automobiles will increase by 2.5 cents in 2026, while the mileage rate for vehicles used for medical purposes will decrease by half a cent, reflecting updated cost data and annual inflation adjustments.

Optional standard mileage rates are used to calculate the deductible costs of operating vehicles for business, charitable, and medical purposes. Additionally, the optional standard mileage rate may be used to calculate the deductible costs of operating vehicles for moving purposes for certain active-duty members of the Armed Forces, and now, under the One, Big, Beautiful Bill, certain members of the intelligence community.

Beginning Jan. 1, 2026, the standard mileage rates for the use of a car, van, pickup or panel truck will be:

- 72.5 cents per mile [driven for business use](#), up 2.5 cents from 2025.
- 20.5 cents per mile driven for medical purposes, down a half cent from 2025.
- 20.5 cents per mile driven for moving purposes for certain active-duty members of the Armed Forces (and now certain members of the intelligence community), reduced by a half cent from last year.
- 14 cents per mile driven in service of charitable organizations, equal to the rate in 2025.

The rates apply to fully-electric and hybrid automobiles, as well as gasoline and diesel-powered vehicles.

While the mileage rate for charitable use is set by statute, the mileage rate for business use is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes, meanwhile, is based on only the variable costs from the annual study.

Under the law, taxpayers cannot claim a miscellaneous itemized deduction for unreimbursed employee travel expenses, except for certain educator expenses. However, deductions for expenses that are deductible in determining adjusted gross income remain allowable, such as for certain members of a reserve component of the Armed Forces, certain state and local government officials, certain performing artists, and eligible educators. Alternatively, eligible educators may claim an itemized deduction for certain unreimbursed employee travel

January 2026 Personnel changes							IX. C.
EMP #	NAME	TITLE	POS # of	TOTAL	HRLY	ANNUAL	ACTION
	Scalera, Laurel	C/I Librarian I			34.41	up to\$8,051.94	resigned 12/30/2025
50	Lucarelli, James	P/T Page	8	9	17.00	7,072.00	start 1/12/2026

Director's Report – January 2026

Building

- According to our roofing company, the leak in the entryway is due to the absence of weepholes in the bricks outside for drainage. I am looking into this further.
- Johnson Controls installed the CO2/Smoke detectors. They discovered that they had miscounted-there were 12, not 11, but they installed the additional at no charge.
- John Tanzi prepared the bid packets for our solar project and they are due from prospective bidders on February 19th.

Operations

- We continue to work on promoting our newer books that are not circulating. Librarians have been placing post-it notes on books that have messages like “For John Grisham fans” or “If you’re waiting for “The Housemaid”, try this.” Feedback from patrons has been positive. We are also re-organizing our New Books section and adding additional signage.



- Baker and Taylor was the online vendor responsible for the NYS Annual Report. Since they went out of business, the State Education Department is looking for a new online vendor and the due date for the report has been pushed from March 1 to April 1 and will be extended further if necessary.
- Tooker Avenue came to the library for a field trip on the 15th.



- Carisse presented at the January PTA meeting at WBHS.

Proposed Budget 2026-2027										
								ANNUAL	ANNUAL	
								AMOUNT	%	
				2024-2025	24-25 audit	2025-2026	2026-2027	CHANGE	CHANGE	
1 MATERIALS AND SERVICES										
a	BOOKS			95,000	86,015	95,000	82,000	(13,000)	(13.7)	Decreased spending on print books
b	PERIODICALS			9,400	10,475	12,000	12,000	-	-	Some periodicals paid for every 3 years, so averaged
c	RECORDINGS			11,000	9,629	9,000	7,700	(1,300)	(14.4)	
d	DVD			13,000	12,699	13,000	13,000	-	-	
e	PROGRAMS			102,000	92,619	107,000	110,000	3,000	2.8	Incl. museum passes, central piece of service plan
f	REALIA			2,000	1,377	2,073	1,468	(605)	(29.2)	Library of Things
g	COMPUTER SOFTWARE			153,000	153,816	158,000	170,000	12,000	7.6	Databases, ebook downloads, streaming services
h	COMPUTER REP & MAINT			40,000	38,888	40,000	40,000	-	-	
i	SCLS			39,844	39,844	39,862	40,620	758	1.9	Increase in member support due to increased expenditures
j	CIRCULATION SYSTEM			40,000	35,775	35,000	39,000	4,000	11.4	PALS, Verizon, broadband speed upgrade
				505,244	481,137	510,935	515,788	4,853	0.9	
2 OFFICE EXPENSES:										
a	PRINTING/TAXPAYER INFO			25,000	24,464	18,000	25,000	7,000	38.9	Newsletter, legal notices, vote expenses
b	LIBRARY SUPPLIES			12,000	11,186	14,000	12,000	(2,000)	(14.3)	Follows materials lines
c	COMPUTER & OFFICE SUPPLIES			6,300	6,879	6,500	7,000	500	7.7	Continued conservative purchasing
d	CLEANING SUPPLIES			6,500	7,460	6,000	7,500	1,500	25.0	Custodial and maintenance supplies
				49,800	49,989	44,500	51,500	7,000	15.7	
3 BUILDING MAINTENANCE:										
a	ELECTRIC			107,000	103,008	104,000	98,000	(6,000)	(5.8)	Anticipate lower costs with white roof
b	FUEL			15,000	17,718	14,500	18,000	3,500	24.1	
c	WATER			1,500	1,557	2,000	1,500	(500)	(25.0)	
d	TELEPHONE			3,500	3,401	3,500	3,500	-	-	Service plan keeps costs stable
e	BUILDING REPAIRS			46,000	51,836	40,000	45,000	5,000	12.5	Anticipate repairs and upgrades
f	EQUIPMENT LEASING/MAINT			22,000	11,478	11,000	11,000	-	-	Maint. costs for copiers & printers and overages
g	MAINTENANCE CONTRACTS			41,000	40,030	40,000	41,000	1,000	2.5	Alarm systems, HVAC, trash, sprinklers, extinguishers
				236,000	229,028	215,000	218,000	3,000	1.4	
4 ADMINISTRATION:										
a	PAYROLL			10,700	12,416	12,000	12,500	500	4.2	Payroll processing costs
b	INSURANCE			44,000	52,784	50,000	53,000	3,000	6.0	
c	PROFESSIONAL SERVICES			30,000	26,214	33,000	30,000	(3,000)	(9.1)	lawyer, accountant, treasurer
d	POSTAGE			11,000	10,197	10,000	10,000	-	-	Stamps and other postage
e	IN-SERVICE TRAINING			6,000	6,276	7,000	9,000	2,000	28.6	Staff/Board continuing ed and upcoming mandated Tru
f	MEMBERSHIPS			1,300	3,415	3,000	3,500	500	16.7	Professional organizations
				103,000	111,302	115,000	118,000	3,000	2.6	

Proposed Budget 2026-2027										
									ANNUAL AMOUNT	ANNUAL %
				2024-2025	24-25 audit	2025-2026	2026-2027		CHANGE	CHANGE
5	FURNITURE & EQUIPMENT:			50,000	44,400	40,000	40,000	-	-	Comp. h/w, Improvements
	DEBT SERVICE-LEASES				11,120	11,000	11,000			
	TRANSFER TO CAPITAL FUND:			250,000	250,000	250,000	225,000	(25,000)	(10.0)	Check to fund to for future capital projects
7	SALARIES:									
a	LIBRARIANS			1,162,281	1,153,448	1,206,348	1,241,840	35,492	2.9	
b	CLERKS			660,392	641,588	665,391	647,735	(17,656)	(2.7)	
c	MAINTENANCE			86,793	86,485	89,614	91,400	1,786	2.0	
d	CUSTODIANS			36,528	36,902	37,704	38,456	752	2.0	
e	PAGES			95,463	89,005	96,966	98,895	1,929	2.0	
f	GUARDS			51,586	49,242	51,629	52,653	1,024	2.0	
				2,093,043	2,056,670	2,147,652	2,170,979	23,327	1.1	
8	EMPLOYEE BENEFITS:									
a	NYS RETIREMENT			262,676	271,137	299,912	341,241	41,329	13.8	Based upon their projection
b	SOCIAL SECURITY			160,233	147,410	164,408	166,080	1,672	1.0	FICA
c	DISABILITY			5,000	5,081	5,000	5,000	-	-	
d	HEALTH INSURANCE			433,003	411,201	433,260	479,542	46,282	10.7	NYSHIP increase, stipends and dental/eye benefit
e	WORKERS COMPENSATION			20,500	12,201	17,000	17,000	-	-	
				881,412	847,030	919,580	1,008,863	89,283	9.7	
9	TOTAL EXPENSES:			4,168,499	4,080,676	4,253,667	4,359,130	\$ 105,463	2.5	
10	ANTICIPATED INCOME:									
a	FINES & LOST BOOKS			10,500	8,549	10,000	9,000	(1,000)	(10.0)	
b	SPONSOR AID			11,000	8,624	10,000	10,000	-	-	Estimated Local library services aid
c	COPIES & MISC			21,924	64,044	30,000	36,000	6,000	20.0	Friends' donation, PILOT, fax and copier income
d	INTEREST INCOME			32,000	78,068	31,000	50,000	19,000	61.3	Conservative estimate
e	USED BOOKS			500	590	500	500	-	-	Patron donations for used books
f	APPROPRIATED FUNDS			99,274	99,274	99,000	99,000	-	-	Funds used to offset tax rate
	TOTAL:			175,198	259,149	180,500	204,500	24,000	13.3	

Proposed Budget 2026-2027										
								ANNUAL	ANNUAL	
								AMOUNT	%	
				2024-2025	24-25 audit	2025-2026	2026-2027	CHANGE	CHANGE	
11	TOTAL EXPENSES:			4,168,499	4,080,676	4,253,667	4,359,130	105,463	2.5	
	LESS TOTAL INCOME:			175,198	259,149	180,500	204,500	24,000	13.3	
12	TOTAL AMOUNT TO BE									
	RAISED BY TAXES:			3,993,301		4,073,167	4,154,630	81,463	2.0	
13	YEARLY COST WITH									
	ASSESSED VALUE: \$3,500:			412.31		423.58		8.41		
14	TAX RATE PER \$100:			11.78		12.10		0.24		



WEST BABYLON

PUBLIC LIBRARY

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

Nancy Evans, Director

LEGAL NOTICE NOTICE OF SPECIAL MEETING OF WEST BABYLON PUBLIC LIBRARY

NOTICE IS HEREBY GIVEN that a Special District Meeting of the qualified voters of West Babylon Union Free School District will be held on Tuesday, April 14, 2026, between the hours of 1:00 P.M. and 9:00 P.M. at the West Babylon Public Library, 211 Route 109, West Babylon, New York, the designated polling place, for the following purposes:

1. To consider and vote upon the Library Annual Budget and tax appropriation (“tax levy”) for the fiscal year 2026/2027, for the following proposition:

That the Library Annual Budget as proposed by the Board of Trustees of the West Babylon Public Library for the fiscal year 2026/2027 be approved, with the requisite portion thereof to be raised by a tax appropriation (“tax levy”) in the amount of \$4,154,630.

2. To elect one Library Trustee for a term of five years, commencing July 1, 2026. A petition shall be required to nominate such candidates to the office of Library Trustee. Each petition shall be directed to the West Babylon Public Library, shall be signed by at least twenty-five (25) qualified voters of the District, shall state the residence of each signer and shall state the name and residence of the candidate. In the event that any such nominee shall withdraw his/her candidacy prior to the election, such person shall not be considered a candidate unless a new petition nominating such person in the same manner and with the same limitations applicable to other candidates is filed with the West Babylon Public Library. Each petition shall be filed between the hours of 10:00 A.M. and 4:00 P.M., but not later than Monday, March 16, 2026, at 5 pm. Petition forms may be obtained from and signed petitions returned to, the office of the Director of the West Babylon Public Library. No person shall be nominated by petition for more than one separate office.

NOTICE IS FURTHER GIVEN that the Special District Election and Budget Vote shall be conducted by voting on the propositions by paper ballot on Tuesday, the 14th day of April 2026, between the hours of 1:00 P.M. and 9:00 P.M., at the West Babylon Public Library, 211 Route 109, West Babylon, New York, which has been designated as the polling place for the Special District Meeting.

NOTICE IS FURTHER GIVEN that a public hearing for the purpose of discussion of the said expenditure of funds and the budget thereof will be held on Monday, March 30, 2026, at 6 P.M.

A register of the qualified voters of the School District for said Special District Meeting and Election, to be prepared for the Special District Meeting and Election to be held on Tuesday, April

14, 2026, shall include all persons who have previously registered for any annual or special meeting or election held or conducted at any time within four years prior to the preparation of the register or who are registered to vote at any general election pursuant to Section 5-210 of the Election Law of the State of New York. Such register will be filed in the Office of the Director of the West Babylon Public Library immediately after completion and will be open for inspection by any qualified voter of the District at the Office of the Library Director from 10:00 A.M. to 4:00 P.M. on each of the five (5) days prior to the meeting or election for which it was prepared, except Sunday or holidays. Only qualified voters who are duly registered will be permitted to vote. The Office of the Library Director is located at 211 Route 109, West Babylon, New York in said District.

FURTHER NOTICE IS GIVEN, that any qualified voters who wish to register to vote may visit the office of the School's District Clerk, 10 Farmingdale Road, West Babylon, NY or any school building main office during their regular business hours to register. Those wishing to register to vote must be a United States Citizen, at least 18 years old, cannot be in prison or on parole for a felony conviction and cannot claim the right to vote elsewhere. In addition, those wishing to vote must be a resident of the District for at least 30 days prior to the vote.

FURTHER NOTICE IS GIVEN, that in accordance with Education Law Section 2018-a and Section 2018-f, application for absentee ballots or early mail voter ballots for the Special District Meeting and Election may be applied for at the office of the Director of the West Babylon Public Library. Such application must be received no earlier than March 16, 2026, and at least seven (7) days before the election if the ballot is to be mailed to the voter or the day before the election if the ballot is to be delivered personally to the voter. The Board of Registration shall make a list of all persons to whom absentee voter ballots and early mail voter ballots have been issued and have it available during regular office hours commencing twenty-one days preceding the Special District meeting and until the day of election. Such list will be posted at the polling place during the election. No absentee voter ballot or early mail voter ballot shall be canvassed unless it is received not later than 5:00 P.M. on the day of the Election.

FURTHER NOTICE IS GIVEN, that military voters who are not currently registered may apply to register as a qualified voter of the School District by requesting and returning a registration application to the School's District Clerk in person, or by email to bburrows@wbschools.org or fax sent to (631)-376-7008. The request for the registration application may include the military voter's preference for receipt of the registration application by either mail, fax or email. Military voter registration application forms must be received in the office of the School's District Clerk, 10 Farmingdale Road, West Babylon, NY, no later than 5:00 p.m. on March 19, 2026.

FURTHER NOTICE IS GIVEN, that military voters who are qualified voters of the School District, may request an application for a military ballot from the Library Director in person, or by email to nevans@wbpl.us or fax sent to (631)-669-6539. In order for a military voter to be issued a military ballot, a valid military ballot application must be received in the office of the Library Director no later than 5:00 p.m., on March 19, 2026. Military ballot applications received in accordance with the foregoing will be processed in the same manner as a non-military ballot application under Section 2018-a of the Education Law. The application for military ballot may include the military voter's preference for receipt of the military ballot by mail, fax, or email. A military voter's original military ballot application and military ballot must be returned by mail or in person to the office of the Library Director at 211 Route 109, West Babylon, New York in said District.

AND FURTHER NOTICE IS HEREBY GIVEN, that military ballots shall be canvassed if they are received by the Library Director before the close of polls on April 14, 2026 showing a cancellation mark of the United States Postal Service or a foreign country's postal service, or showing a dated endorsement of receipt by another agency of the United States Government; or received not later than 5:00 p.m. on April 14, 2026 and signed and dated by the military voter and one witness thereto, with a date which is ascertained to be not later than the day before the election.

NOTICE IS FURTHER GIVEN that a statement of estimated Library expenses (Budget) and tax appropriation ("tax levy") for the fiscal year 2026/2027 will be available at the West Babylon Public Library, 211 Route 109, West Babylon, New York, daily, except Sundays and holidays, between 10:00 A.M. and 4:00 P.M., during each of the fourteen (14) days preceding the Special District Meeting.

Dated: January 26, 2026

BY ORDER OF THE BOARD OF TRUSTEES, WEST BABYLON PUBLIC LIBRARY,
RACHEL SCELFO, PRESIDENT

		2025-2027	
		Snow Proposals	
Plowing			
1" - 3"	\$475	\$850	\$550
3" - 6"	\$810	\$1,250	\$1,000
6" - 9"	\$1,375	\$1,850	\$1,500
9" - 12"	\$2,065	\$2,600	\$2,500
12" +	\$258 per inch additional	\$3,400	\$2500 + \$175 per inch
Walkways			
1" - 3"	\$775	\$450	\$300
3" - 6"	\$775	\$650	\$600
6" - 9"	\$775	\$950	\$1,000
9" - 12"	\$775	\$1,300	\$1,500
12" +	\$775	\$1,750	1500 + \$150 per inch addl
Sand & salt as needed	\$795	\$650	\$650
Company Name	LI Snow Plowing	Sno Pac of LI	Michael J's Landscaping
Contact Name		Nick Kaehne	Michael Dixon
Address			
Contact Phone		631-652-8035	631-321-1888
liability certificate \$1 M		yes	yes
included with proposal			

Snow Proposals Including Shoveling and Salt/Sand			
	LI Snow Plowing	Sno Pac of LI	Michael J's Landscaping
1-3"	2045	1950	1500
3-6"	2380	2550	2250
6-9"	2945	3450	3150
9-12"	3635	4550	4650
12+	2065 + \$258 per inch	5800	2500 + \$175 per inch



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QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PSPQ739	1/15/2026	CISCO GEAR V2	10011429	\$16,400.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Cisco Meraki Catalyst 9300L-48UXG-4X - switch - 48 ports - managed - rack-m Mfg. Part#: C9300L-48UXG-4X-M Contract: PEPPM 2026 Reseller Agreement TD Synnex-Cisco (548362-057)	2	7819056	\$6,600.00	\$13,200.00
Cisco Meraki Enterprise - subscription license (5 years) - 48 ports Mfg. Part#: LIC-C9300-48E-5Y Electronic distribution - NO MEDIA Contract: PEPPM 2026 Reseller Agreement TD Synnex-Cisco (548362-057)	2	7691315	\$1,600.00	\$3,200.00

SUBTOTAL	\$16,400.00
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$16,400.00

PURCHASER BILLING INFO	DELIVER TO
Billing Address: WEST BABYLON PUBLIC LIBRARY ACCOUNTS PAYABL 211 ROUTE 109 WEST BABYLON, NY 11704-6211 Phone: (631) 669-5445 Payment Terms: Net 30 Days-Govt State/Local	Shipping Address: WEST BABYLON PUBLIC LIBRARY JILL CUBA 211 ROUTE 109 WEST BABYLON, NY 11704-6211 Phone: (631) 669-5445 Shipping Method: DROP SHIP-GROUND
Please remit payments to:	
CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	



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https://www.cisco.com/c/dam/en_us/about/doing_business/legal/Cisco_General_Terms.pdf, and the Offer Descriptions at the following URL:

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Unattended Vulnerable Adult Policy

The Lindenhurst Memorial Library strives to provide a warm, welcoming and safe environment for all community members. The Library is particularly vigilant regarding the safety of vulnerable adults* in and around the Library. A parent/guardian or caregiver 18 years of age or older must be responsible for monitoring the activities and managing the behavior of vulnerable adults during their Library visits.

Staff will not be expected to monitor or prevent vulnerable adults from leaving the building/grounds nor to assume responsibility for monitoring their behavior. The Library will adhere to the following guidelines concerning the care and behavior of vulnerable adults:

- Vulnerable adults who can understand and follow the rules of conduct and who can care for themselves are welcomed to be in the Library unattended. Vulnerable adults will be expected to follow the rules of conduct as outlined in the Library's Public Behavior Policy. They should possess contact information for a parent/guardian or caregiver who can assist them in an emergency.
- Vulnerable adults who are unable or unwilling to care for themselves independently must be attended and have adequate supervision at all times.
- Staff will attempt to contact a parent/guardian or caregiver when a vulnerable adult's:
 - o health or safety is in doubt
 - o behavior disturbs other Library users
 - o actions violate any provisions within the Library's Code of Conduct
 - o parent/guardian or caregiver is not present at closing time.

Every reasonable effort will be made by the staff to assist the vulnerable adult in contacting the appropriate responsible adult. If no responsible adult is reached, or the vulnerable adult is not picked-up within 15 minutes of Library closing, staff may notify the police and/or an appropriate County agency.

**A vulnerable adult is an individual over the age of 18 who is mentally, physically or developmentally challenged to a degree that significantly impairs the individual's ability to provide adequately for his/her own care or manage his/her own behavior without assistance.*

Adopted September 21, 2019

Reaffirmed: June 17, 2024