

WEST BABYLON PUBLIC LIBRARY

BOARD OF TRUSTEES

WEDNESDAY
January 28, 2026

- 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

Client ID: 21WB - West Babylon Public Library
Pay Group: All

CONSOLIDATED PAYROLL SUMMARY
West Babylon Public Library

As of Date: 12/12/2025
Run Date: 12/9/2025

*** PAYROLL TOTALS ***

Payroll Totals		Totals By Check Type		Counts By Check Type		Employee Counts	
Net Pay Checks	\$0.00	Total Live Checks	\$0.00	Total Live Checks	0	Active Employees Paid	52
Direct Deposits	\$54,876.21	Additional Checks	\$0.00	Additional Checks	0	Inactive Employees Paid	0
**** Total Net Payroll	\$54,876.21	Manual Checks	\$0.00	Manual Checks	0	Terminated Employees Paid	0
Total Taxes	\$20,955.78	Void Checks/Direct Deposits	\$0.00	Void Checks	0	Total Employees Paid	52
**** Total Payroll	\$75,831.99	Third Party Sick Checks	\$0.00	Third Party Sick Checks	0	Active Employee Count	54
Payroll Adjustments	\$0.00	Adjustments	\$0.00	Adjustments	0	Inactive Employee Count	0
**** Adjusted Total	\$75,831.99	Direct Deposits (53)	\$54,876.21	Vouchers (Direct Deposit)	52	Terminated Employee Count	143
		Total Third Party Pays	\$0.00	Total Third Party Payments	0	Total Employee Count	197
		Total Third Party Void Checks	\$0.00	Total Third Party Voids	0	Employees Paid this Month	52
		Zero Net Checks	\$0.00	Zero Net Checks	1	Employees with W2 Data	64
		BlankLine	\$0.00	BlankLine	0	Active Employees Not Paid	2
		BlankLine	\$0.00	BlankLine	2	Active (Hired) EEs Not Paid	2

Client ID: 21WB - West Babylon Public Library
Pay Group: All

CONSOLIDATED PAYROLL SUMMARY
West Babylon Public Library

As of Date: 12/26/2025
Run Date: 12/23/2025

*** PAYROLL TOTALS ***

Payroll Totals		Totals By Check Type		Counts By Check Type		Employee Counts	
Net Pay Checks	\$0.00	Total Live Checks	\$0.00	Total Live Checks	0	Active Employees Paid	54
Direct Deposits	\$55,365.72	Additional Checks	\$0.00	Additional Checks	0	Inactive Employees Paid	0
**** Total Net Payroll	\$55,365.72	Manual Checks	\$0.00	Manual Checks	0	Terminated Employees Paid	0
Total Taxes	\$21,051.58	Void Checks/Direct Deposits	\$0.00	Void Checks	0	Total Employees Paid	54
**** Total Payroll	\$76,417.30	Third Party Sick Checks	\$0.00	Third Party Sick Checks	0	Active Employee Count	55
Payroll Adjustments	\$0.00	Adjustments	\$0.00	Adjustments	0	Inactive Employee Count	0
**** Adjusted Total	\$76,417.30	Direct Deposits (55)	\$55,365.72	Vouchers (Direct Deposit)	54	Terminated Employee Count	143
		Total Third Party Pays	\$0.00	Total Third Party Payments	0	Total Employee Count	198
		Total Third Party Void Checks	\$0.00	Total Third Party Voids	0	Employees Paid this Month	54
		Zero Net Checks	\$0.00	Zero Net Checks	0	Employees with W2 Data	65
		BlankLine	\$0.00	BlankLine	1	Active Employees Not Paid	1
		BlankLine	\$0.00	BlankLine	1	Active (Hired) EEs Not Paid	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	PSEG LI	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)	Payroll Checking (3)	Receipts Checking (4)	WBPL Checking (5)	
ConnectOneBank	ConnectOneBank	ConnectOneBank	720570.43	
\$899,359.62	\$173,114.60	\$342,619.55	\$720,570.43	\$ 2,135,664.20

CAPITAL FUND

Checking (6)				
Valley National				
\$ 910,541.61				\$ 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

**Diana Stein
Treasurer**

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

12/1/202 - 12/31/2026

OPERATING CHECKING ACCOUNT - ConnectOneBank

BALANCE AS REPORTED AT THE END OF PRECEDING PERIOD:	\$ 820,352.85
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RECEIPTS MADE DURING MONTH:

DATE	SOURCE	RECEIPT	AMOUNT
12/1/2025	Voided Checks	Credit	\$ 603.25
12/5/2025	SCLS Refund Lost Books	Credit	\$ 232.00
12/12/2025	Tax Appropriation	Credit	\$ 339,430.59
12/12/2025	Bank Fee Refund	Credit	\$ 751.33
12/31/2025	ConnectOne Interest	Credit	\$ 2,461.80
TOTAL RECEIPTS			\$ 343,478.97

TOTAL RECEIPTS INCLUDING CASH BALANCE	\$ 1,163,831.82
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DISBURSEMENTS FOR MONTH:

DATE	SOURCE	CHECK #	AMOUNT
12/1/2025	NYS Retirement November 2025	Debit	\$ 3,930.04
12/8/2025	Transfer to Payroll	Debit	\$ 160,000.00
12/8/2025	Commerce Credit Card Payment	Debit	\$ 2,066.70
12/11/2025	Payroll Fees	Debit	\$ 494.91
12/23/2025	Xerox Online Payment	Debit	\$ 622.33
12/24/2025	Payroll Fees	Debit	\$ 389.66
12/26/2025	National Grid Telephone Payment	Debit	\$ 2,803.51
12/26/2025	NYS Retirement December 2025	Debit	\$ 3,852.97
12/29/2025	Warrant #1460	9050-9100	\$ 90,312.08
TOTAL DISBURSEMENTS			\$ 264,472.20

CASH BALANCE SHOWN BY RECORDS	\$ 899,359.62
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PLUS OUTSTANDING CHECKS & DEBITS	\$ 88,301.92
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BANK BALANCE	\$ 987,661.54
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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
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RECEIPTS MADE DURING MONTH:

DATE	SOURCE	RECEIPT	AMOUNT
12/8/2025	Transfer from Operating Account	Credit	\$ 160,000.00
TOTAL RECEIPTS			\$ 160,000.00
TOTAL RECEIPTS INCLUDING CASH BALANCE			\$ 333,645.05

DISBURSEMENTS FOR MONTH:

DATE	SOURCE	CHECK #	AMOUNT
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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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
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RECEIPTS MADE DURING MONTH:

DATE	SOURCE	RECEIPT	AMOUNT
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
<hr style="border-top: 1px dashed black;"/>			
TOTAL RECEIPTS			\$ 7,174.71
TOTAL RECEIPTS INCLUDING CASH BALANCE			\$ 342,686.09
<hr style="border-top: 1px dashed black;"/>			

DISBURSEMENTS FOR MONTH:

DATE	SOURCE	CHECK #	AMOUNT
12/31/2025	Credit Card Processing Fees	Debit	\$ 66.54
TOTAL DISBURSEMENTS			\$ 66.54
<hr style="border-top: 1px dashed black;"/>			

CASH BALANCE SHOWN BY RECORDS	\$ 342,619.55
LESS DEPOSIT IN TRANSIT	\$ 421.05

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BANK BALANCE	\$ 342,198.50
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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
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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>
<hr/>			<hr/>
TOTAL DISBURSEMENTS			0
<hr/>			<hr/>
CASH BALANCE SHOWN BY RECORDS			\$ 720,570.43
PLUS OUTSTANDING CHECKS			0
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BANK BALANCE			\$ 720,570.43
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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

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>
TOTAL DISBURSEMENTS			
CASH BALANCE SHOWN BY RECORDS			
PLUS OUTSTANDING CHECKS			
			\$ 910,541.61

BANK BALANCE			\$ 910,541.61
			=====



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 AMOUNT	ANNUAL %	
		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
6	DEBT SERVICE-LEASES		11,120	11,000	11,000			
7	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 AMOUNT	ANNUAL %
	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
	LESS TOTAL INCOME:	175,198	259,149	180,500	204,500	24,000
12	TOTAL AMOUNT TO BE RAISED BY TAXES:	3,993,301		4,073,167	4,154,630	81,463
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

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

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
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 included with proposal		yes	yes

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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Convert Quote to Order

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	2	7819056	\$6,600.00	\$13,200.00	
Mfg. Part#: C9300L-48UXG-4X-M					
Contract: PEPPM 2026 Reseller Agreement TD Synnex-Cisco (548362-057)					
Cisco Meraki Enterprise - subscription license (5 years) - 48 ports	2	7691315	\$1,600.00	\$3,200.00	
Mfg. Part#: LIC-C9300-48E-5Y					
Electronic distribution - NO MEDIA					
Contract: PEPPM 2026 Reseller Agreement TD Synnex-Cisco (548362-057)					

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	



Sales Contact Info

Donny Knittel | (866) 806-5190 | donny.knittel@cdwg.com

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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