WEST BABYLON PUBLIC LIBRARY
REGULAR MEETING MINUTES
Wednesday, June 29, 2026
6 PM

I. Jolene Siena called the Regular Meeting to order at 6:01 PM.

Present:
Rachel Scelfo-joined the meeting at 6:27 PM
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 27, 2026

On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, the Minutes of the Regular Meeting of May 27, 2026 were approved, with Kathryn Gambill recusing due to her absence from that meeting.

IV. COMMENTS FROM VISITORS – None.

V. APPROVAL OF PAYROLL WARRANT #1471

On a motion by Kathryn Gambill, seconded by Maeghan Lollo, voted on and carried unanimously, Payroll Warrant #1471 was approved.

VI. APPROVAL OF BILL WARRANT #1472

On a motion by Jolene Siena, seconded by Kathryn Gambill, voted on and carried unanimously, Bill Warrant #1472 was approved.

VII. APPROVAL OF BOND WARRANT – N/A

VIII. TREASURER'S REPORT FOR MAY 2026

The financial reports for May 2026 were given by Diana Stein. On a motion by Jolene Siena, seconded by Kathryn Gambill, voted on and carried unanimously, the May 2026 Treasurer's Report was approved.

IX. COMMITTEE REPORTS

A. Financial- On a motion by Jolene Siena, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to transfer $250,000 from the Connect One Receipts Account to the Valley Bank Checking Account.

On a motion by Jolene Siena, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to make Director Nancy Evans an Administrator for Connect One and Valley Bank accounts.

On a motion by Jolene Siena, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to add Diana Stein and Diane Napoli as positive pay approvers.

B. Policies & Legislation- NYS final budget allocations and legislation was discussed.

C. Personnel- On a motion by Kathryn Gambill, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to hire Kathryn Susko, PT Librarian Trainee, at $30.66 per hour, effective 5.6.26.

On a motion by Kathryn Gambill, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to accept the resignation of Andrea Costello, PT Library Clerk, at $18.89 per hour, effective 5.15.26.

D. Buildings and Grounds- None.

IX. REPORT OF FRIENDS OF THE WEST BABYLON PUBLIC LIBRARY- The next meeting is on July 18th.

XI. CORRESPONDENCE

A. None.

XII. Report of Director

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

XIII. OLD BUSINESS

A. Employee Dress Code- On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, the Employee Dress Code was approved.

XV. NEW BUSINESS

A. SavMor Annual Contracts- On a motion by Rachel Scelfo, seconded by Kathryn Gambill, voted on and carried unanimously, it was agreed to approve the annual maintenance contract from SavMor Mechanical for HVAC units for $15,950.

On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to approve the annual maintenance contract from SavMor Mechanical for other equipment for $4,710.

B. Volz and Vigliotta Retainer Agreement- On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, retainer agreement from Volz and Vigliotta for 2026-2027 for $7,500 was approved.

C. Budget Line Transfers- On a motion by Kathryn Gambill, seconded by Jolene Siena, voted on and carried unanimously, the budget line transfers were approved as per the schedule.

D. Policy Reviews-Respectful Workplace and Telecommuting Policies- The policies were reviewed. No changes were recommended.

E. John Tanzi Architects LED Project Proposal- On a motion by Maeghan Lollo, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to authorize Director Evans to enter into an agreement with John Tanzi Architects for an initial evaluation of an LED Project at a cost not to exceed $9,500 via a separate written agreement for the evaluation which details the work scope.

XVI. COMMENTS FROM VISITORS – None.

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

MONDAY, July 27, 2026	Regular and Reorganization Meeting 6 PM
MONDAY, August 31, 2026	Regular Meeting 6 PM
MONDAY, September 28, 2026	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 enter Executive Session at 7:03 PM to discuss Business Office salaries, candidates for the Business Manager position and an accident that occurred on library property.

On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, it was agreed to re-enter the Regular Meeting at 7:42 PM.

On a motion by Rachel Scelfo, seconded by Jolene Siena, voted on and carried unanimously, it was agreed to approve 2% salary increases for Business Office staff effective 7.1.26.

On a motion by Rachel Scelfo, seconded by Maeghan Lollo, voted on and carried unanimously, the meeting was adjourned at 7:44 PM.