

West Islip Public Library
Approved Board Meeting Minutes
August 17, 2022

Present: Dana Waite Esposito, President, Margaret Bell, Vice President, Marilyn Gutierrez, Simonne Harkavy, Terri Hunter, Andrew Hamm, Grace O'Connor, Secretary.

Meeting was called to order by Dana Esposito at 3:01 p.m.

Marilyn Gutierrez made a motion to approve the minutes of the July 20, 2022 Reorganization Meeting. Simonne Harkavy seconded. Unanimous.

Marilyn Gutierrez made a motion to approve the Minutes of July 20 2022 Monthly Board of Trustees Meeting. Simonne Harkavy seconded. Unanimous.

Marilyn Gutierrez made a motion to approve the payroll warrants of July 21, 2022 and August 4, 2022; and the Library Warrants of August 17, 2022. Margaret Bell seconded. Unanimous.

Marilyn Gutierrez made a motion to approve additional invoices to be paid with the Payroll Warrant of August 18, 2022 Dana Esposito seconded. Unanimous.

Simonne Harkavy made a motion to approve the Personnel Report Dated August 17, 2022. Marilyn Gutierrez seconded. Unanimous.

Marilyn Gutierrez made a motion to approve the Proposal from All Weather Temperature Control for:

- RTU #1: Replacement of Motor Bracket
- RTU #3: Replacement of the Condenser Fan Motor, capacitor and rain shield
- RTU #4: Replacement of two (2) Condenser Fan Motors, Blades, capacitors and rain shields.
- RTU #5: Replacement of Condenser Fan Motor, capacitor and rain shield

at a cost of \$3,126.00. Margaret Bell seconded. Unanimous.

Margaret Bell made a motion to approve the renewal of the Utica National Insurance Group Library package for the period of September 1, 2022 to September 1, 2023 at a cost of \$25,657.75 Marilyn Gutierrez seconded. Unanimous.

Marilyn Gutierrez made a motion to renew service contract from Bibliotheca for the 3M Library Security System 33802B for the period 10/4/2022 to 10/13/2023 at a cost of \$1,749.00. Dana Esposito seconded. Unanimous.

Simonne Harkavy made a motion to establish a Children's Activity Room AV Project in the Capital Fund. Marilyn Gutierrez seconded. Unanimous.

Margaret Bell made a motion authorize transfer of \$23,000 from "Transfer to Capital" from the Library Fund to the Capital Fund to commit funds to the Children's Activity Room AV Project. Marilyn Gutierrez seconded. Unanimous.

Dana Esposito made a motion to approve the Children's Activity Room AV Project quote from Astoria Communications for \$19,835 with a 50% advance deposit to be paid from the Children's Activity Room AV Project in the Capital Fund. Marilyn Gutierrez seconded. Unanimous.

The next Library Board Meeting is September 21, 2022.

There being no further business, the meeting was adjourned at 4 p.m. on a motion by Dana Esposito. Marilyn Gutierrez seconded. Unanimous.

Respectfully submitted.

Grace O'Connor

Secretary