

**West Islip Public Library
Board Meeting Minutes
February 16, 2022 –Corrected and Approved**

Present:

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

Meeting was called to order by Marilyn Gutierrez at 3:22 p.m.

Motion to approve the minutes of the January 19, 2022, monthly meeting. Simonne Harkavy/Margaret Bell

Simonne Harkavy made a motion to approve the Financial Reports for January 31, 2022 (see addendum). Louise Sokolowski seconded. Unanimous.

Dana Esposito made a motion to approve the Payroll Warrants of January 20 and February 3, 2022, the Library warrant of February 16, 2022 and the Capital Warrant of February 16, 2022(see addendum). Marilyn Gutierrez seconded. Unanimous.

Dana Esposito made a motion to approve additional invoices to be paid with the Payroll warrant of February 17, 2022 (see addendum). Louise Sokolowski seconded. Unanimous.

Louise Sokolowski made a motion to authorize the Director to submit the tax cap form for 2022/2023 to the New York Office of the State Comptroller with a tax appropriation figure of \$4,167,248. Simonne Harkavy seconded. Unanimous.

Margaret Bell made a motion to approve the Proposed West Islip Public Library Budget for 2022/2023 with a total Operating Budget \$4,242,248 to be placed before the voters of the West Islip School District on Tuesday, April 5, 2022, approval of which will result in a Total Tax Appropriation of \$4,167,248. Dana Esposito seconded. Unanimous.

RESOLVED, that the Board of Trustees hereby adopts, effective February 16, 2022, that the use of a face mask or face covering by members of the public, while strongly encouraged, is optional in order to enter the West Islip Public Library, with the following exceptions:

- Masks may continue to be required for participation in specific programs, activities and meetings, at the discretion of the Library Director or their designee, and that such requirement will be indicated by posting, and;
- Masks will be required for staff working in public areas, as well as staff areas where it is not possible to maintain a six-foot distance from other staff, until further notice.

Motion by Dana Esposito. Simonne Harkavy seconded. Unanimous.

Margaret Bell made a motion to approve Personnel report dated February 16, 2022 (see addendum). Dana Esposito seconded. Unanimous.

Louise Sokolowski made a motion to approve the renewal proposal from Brightwaters Landscaping for landscape maintenance in the 2022 season, to be paid with the Payroll Warrant of February 17, 2022 at the discounted pre-payment cost of \$5,391.00. Simonne Harkavy seconded. Unanimous.

Margaret Bell made a motion to approve the proposal from All Weather Temperature Control to replace four (4) thermostats at a cost of \$1,680. Louise Sokolowski seconded. Unanimous.

Marilyn Gutierrez made a motion to approve a Proposal from Dynaire Service Corporation for the replacement and installation of a gas valve and control board and to check and test operation of the Napoleon Gas Fireplace in the Adult Reading Lounge, at a cost of \$2,015. Simonne Harkavy seconded. Unanimous.

Dana Esposito made a motion to approve the *Bulletin Board Policy* dated February 16, 2022. Margaret Bell Seconded. Unanimous.

The next Library Board Meeting is March 16, 2022.

There being no further business, Simonne Harkavy made a motion to adjourn at 4:55 p.m. Margaret Bell seconded. Unanimous.

Respectfully submitted,

Grace O'Connor
Secretary