

**West Islip Public Library  
Board Meeting Minutes  
January 18, 2023 – to be approved at February Meeting**

Present: Dana Esposito, President; Margaret Bell, Vice-President; Marilyn Gutierrez, Louise Sokolowski, Trustees; Terri Hunter, Business Manager; Andrew Hamm, Director

Meeting was called to order by Dana Esposito at 3:37p.m.

No visitors present.

Margaret Bell made a motion to approve the Minutes of December 21, 2022 Monthly Meeting as amended. Marilyn Gutierrez seconded. Unanimous.

Marilyn Gutierrez made a motion to approve Donation Report for December 2022. Marilyn Louise Sokolowski seconded. Unanimous.

Louise Sokolowski made a motion to approve the Financial Reports for December 2022. Marilyn Gutierrez seconded. Unanimous.

Dana Esposito made a motion to approve the Payroll Warrants of December 22, 2022 and January 5, 2023, as well as the Library Warrant of January 18, 2023 and the Capital Fund Warrant of January 18, 2023. Marilyn Gutierrez seconded. Unanimous.

Margaret Bell made a motion to approve additional invoices to be paid with the Payroll Warrant of January 19, 2023. Dana Esposito seconded. Unanimous.

Dana Esposito made a motion to approve the Legal Notice of the Special District Meeting, West Islip Public Library, of April 4, 2023. Marilyn Gutierrez seconded. Unanimous.

Louise Sokolowski made a motion to approve the Personnel Report dated January 18, 2028, as amended. Margaret Bell seconded. Unanimous

Louise Sokolowski made a motion to approve the revised Open Meetings Law Policy dated January 18, 2023. Margaret Bell seconded. Unanimous.

Margaret Bell made a motion to approve the proposal from Ocean Janitorial Supply for the purchase of a Karcher Puzzi 10/1 Carpet Extractor and associated cleaning supplies at a cost of \$1,403.11. Louise Sokolowski seconded. Unanimous.

Marilyn Gutierrez made a motion to approve the proposal from A.R. Kropp Co. and Sons for staff room furniture by National Office Furniture on NY State Contract # PC 68387 at a cost of \$15,528.86. Dana Esposito seconded. Unanimous.

Margaret Bell made a motion to approve the proposal for renewal of organic lawn care service for 2023 from Organic Lawn Care Inc at a cost \$2,828.00. Dana Esposito seconded. Unanimous.

Marilyn Gutierrez made a motion to adjourn meeting at 5:20pm. Louise Sokolowski seconded. Unanimous.

The next Library Board Meeting is February 16, 2023 at 3:30 p.m.

Respectfully submitted.

Andrew J. Hamm, Library Director