3 Higbie Lane • West Islip, New York 11795
(631) 661-7080
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Board of Trustees Meeting Minutes – Wednesday, August 28, 2024 *APPROVED*

Meeting held at the West Islip Public Library, 3 Higbie Lane, West Islip, New York, 11795.

PRESENT:
Marilyn Gutierrez, President
Louise Sokolowski, Vice President
Dana Waite Esposito
Idamarie Tully
Angela LaGiglia
Andrew Hamm, Director
Terri Hunter, Business Manager
Grace O'Connor, Secretary

Also present: New York State Senator Alexis Weik, Nicholas DeVito (Constituent Services Director)

Library Board President Marilyn Gutierrez called the meeting to order at 3:39 PM.

PERIOD FOR PUBLIC EXPRESSION:

- New York State Senator Alexis Weik and Constituent Services Director Nicholas DeVito were introduced.
- Senator Weik presented Mr. Hamm with a plaque honoring his service to the community during his nearly twenty-five-year tenure as Library Director and a group photograph was taken.

APPROVAL OF MINUTES: After review, a motion was made to approve the Minutes of the July 24, 2024 Board Meeting. (Esposito, LaGiglia, Unanimous)

APPROVAL OF DONATION REPORT: After review, a motion was made to approve the Donations report for the month of July 2024. (Sokolowski, Esposito, Unanimous)

APPROVAL OF DISCARD REPORT: After review, a motion was made to approve the Discard Report for the month of August 2024. (Gutierrez, LaGiglia, Unanimous)

APPROVAL OF PAYROLL WARRANTS & WARRANTS: After review, a motion was made to approve the Payroll Warrants dated August 1 and August 15, 2024 and the Warrants dated August 28, 2024. (Tully, Esposito, Unanimous)

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OLD BUSINESS:

- The Director's report dated August 28, 2024 was distributed and reviewed.
- The Director provided an update regarding the HVAC Project.

NEW BUSINESS:

- After review and discussion, Dana Esposito made a motion to approve the proposal from Parkline Asphalt Maintenance for the clean out of all storm drains and jetting of drain pipe at a cost of $6,400, seconded by Louise Sokolowski. (Esposito, Sokolowski, Unanimous)
- After review and discussion Angela LaGiglia made a motion to approve the proposal from All Weather Temperature Control for replacement of the condenser fan motor on RTU #8 serving the West end of Adult Services and the Adult Reference and Circulation offices at a cost of $1,150, seconded by Idamarie Tully. (LaGiglia, Tully, Unanimous)
- After review and discussion Angela LaGiglia made a motion to approve the purchase of two new Network Servers plus the necessary operating software and user licenses from the Capitol Region Educational Council (022-G) contract with CDW-G at a cost of $28,580 to be paid out of the Computer Upgrades Project in the Capital Fund, seconded by Louise Sokolowski. (LaGiglia, Sokolowski, Unanimous)
- After review and discussion Dana Esposito made a motion to approve the Personnel Report, seconded by Angela LaGiglia. (Esposito, LaGiglia, Unanimous)

PERIOD FOR PUBLIC EXPRESSION: None

The next scheduled Board Meeting will be Wednesday, September 18, 2024 at 3:30 PM.

ADJOURNMENT: There being no further business, Idamarie Tully made a motion to adjourn at 4:50 PM. (Tully, LaGiglia, Unanimous)

Respectfully submitted,

Grace O'Connor, Secretary