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Board of Trustees Meeting Minutes – Wednesday, January 15, 2025 *APPROVED*

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

PRESENT:
Marilyn Gutierrez, President
Angela LaGiglia
Louise Sokolowski, Vice President
Dana Waite Esposito
Idamarie Tully
Jamie Papandrea, Director
Terri Hunter, Business Manager

Also present: Sadie Thompson, Jodi Thompson, Glen Thompson

Library Board President Marilyn Gutierrez called the meeting to order at 3:43 PM.

ADOPTION OF AGENDA: After review, a motion was made to approve the proposed Agenda dated Wednesday, January 15, 2025. (Tully, Sokolowski, Unanimous)

APPROVAL OF MINUTES: A motion was made to approve the Minutes of the December 18, 2024 Board Meeting as amended. (LaGiglia, Esposito, Unanimous)

CORRESPONDENCE: None

PERIOD FOR PUBLIC EXPRESSION: None

COMMUNITY SERVICE RECOGNITION: Sadie Thompson, Girl Scout was commended by the Board for the recent completion of her Silver Award Project and presented with a certificate.

DONATION REPORT: After review, a motion was made to accept the Donations Report for the month of December 2024. (Esposito, Gutierrez, Unanimous)

DISCARD REPORT: No report.

FINANCIAL MATTERS:

FINANCIAL STATEMENTS: After review, a motion was made to approve the Financial Reports for December 2024. (LaGiglia, Esposito, Unanimous)

PAYROLL WARRANTS:

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- After review, a motion was made to ratify the Payroll Warrant dated December 19, 2024. (Tully, Gutierrez, Unanimous)
- After review, a motion was made to ratify the Payroll Warrant dated January 2, 2025. (Tully, LaGiglia, Unanimous)

WARRANTS:

- After review, a motion was made to approve the Warrant dated January 15, 2025. (Tully, Sokolowski, Unanimous)
- After review, a motion was made to approve additional invoices to be paid with the Warrant dated January 16-February 18, 2025. (Tully, Esposito, Unanimous)
- After review, a motion was made to approve the Capital Warrant dated January 15, 2025 (Tully, LaGiglia, Unanimous)

PERSONNEL REPORT: After review, a motion was made to approve the Personnel Report dated January 15, 2025. (Esposito, Tully, Unanimous)

DIRECTORS REPORT:

- The Director's report was distributed and reviewed with interest by the Trustees.
- A motion was made to approve the attendance of Elizabeth Sullivan at the New York Library Association Annual Library Advocacy events to be held in Albany February 4-5 with total expenses not to exceed $400. (LaGiglia, Esposito, Unanimous)

OLD BUSINESS: None

NEW BUSINESS: After review, a motion was made to approve the Legal Notice of the April 8, 2025 Budget Vote and Trustee Election.

PERIOD FOR PUBLIC EXPRESSION: None

NEXT MEETING: The next scheduled Board Meeting will be Wednesday, February 19, 2025 at 3:30 PM.

ADJOURNMENT: There being no further business, a motion was made to adjourn the meeting at 5:17 PM. (Sokolowski, Gutierrez, Unanimous)

Respectfully submitted,

Jamie Papandrea, Director
Acting Secretary