*3 Higbie Lane • West Islip, New York 11795*
*(631) 661-7080*
*www.westilsiplibrary.org*

**Board of Trustees Meeting Minutes – Wednesday, April 16, 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

**Library Board President Marilyn Gutierrez called the meeting to order at 3:48 PM.**

**ADOPTION OF AGENDA:** After review, a motion was made to approve the proposed Agenda dated Wednesday, April 16, 2025. (Tully, LaGiglia, Unanimous)

**APPROVAL OF MINUTES:**
- A motion was made to approve the Minutes of the March 19, 2025 Board Meeting as amended. (Gutierrez, Esposito, Unanimous)
- A motion was made to approve the Minutes of the April 8, 2025 Special District Meeting. (Esposito, LaGiglia, Unanimous)

**CORRESPONDENCE:** None

**PERIOD FOR PUBLIC EXPRESSION:** None

**DONATION REPORT:** After review, a motion was made to accept the Donations Report for the month of March 2025. (Tully, LaGiglia, Unanimous)

**DISCARD REPORT:** No report.

**FINANCIAL MATTERS:**

**FINANCIAL STATEMENTS:** After review, a motion was made to approve the Financial Reports for March 2025. (Esposito, Gutierrez, Unanimous)

**PAYROLL WARRANTS:**
- After review, a motion was made to ratify the Payroll Warrant dated March 27, 2025. (LaGiglia, Sokolowski, Unanimous)

- After review, a motion was made to ratify the Payroll Warrant dated April 10, 2025. (LaGiglia, Esposito, Unanimous)

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**WARRANTS:**

- After review, a motion was made to approve the Warrant dated April 16, 2025. (LaGiglia, Gutierrez, Unanimous)
- After review, a motion was made to approve additional invoices to be paid with the Warrant dated April 15 – May 20, 2025. (LaGiglia, Sokolowski, Unanimous)
- After review, a motion was made to ratify the Capital Warrant dated March 27, 2025. (LaGiglia, Esposito, Unanimous)
- After review, a motion was made to approve the Capital Warrant dated April 16, 2025. (LaGiglia, Esposito, Unanimous)

**PERSONNEL REPORT:** After review, a motion was made to approve the Personnel Report dated April 16, 2025. (Gutierrez, 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 Jamie Papandrea at the New York Library Association's Spring on the Hill Conference and Advocacy events to be held in Albany May 19-20 with total expenses not to exceed $1,100. (Gutierrez, Sokolowski, Unanimous)

**OLD BUSINESS:** None

**NEW BUSINESS:**

- After review and discussion, a motion was made to authorize an expenditure of $7,500 from the Lee Schwarz Fund toward the purchase of 4 AWE Learning All-in-One computers for the Children's Department. (Tully, Sokolowski, Unanimous)
- After discussion, a motion was made to schedule a meeting of the Finance Committee on Friday, June 27 at 3:30 PM. (LaGiglia, Tully, Unanimous)

**PERIOD FOR PUBLIC EXPRESSION:** None

**NEXT MEETING:** The next scheduled Board Meeting will now take place on Wednesday, May 21, 2025 at 3:30 PM.

**ADJOURNMENT:** There being no further business, a motion was made to adjourn the meeting at 5:03 PM. (Tully, LaGiglia, Unanimous)

Respectfully submitted,

Jamie Papandrea, Director
*Acting Secretary*