3 Higbie Lane • West Islip, New York 11795
(631) 661-7080
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Board of Trustees Meeting Minutes – Wednesday, June 18, 2025 *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
Angela LaGiglia
Idamarie Tully
Jamie Papandrea, Director
Terri Hunter, Business Manager

ABSENT:

Library Board President Marilyn Gutierrez called the meeting to order at 3:44 PM.

ADOPTION OF AGENDA: After review, a motion was made to approve the proposed Agenda dated Wednesday, June 18, 2025. (Gutierrez, Tully, Unanimous)

APPROVAL OF MINUTES:
- A motion was made to approve the Minutes of the April 16, 2025 Board Meeting. (Tully, Esposito, Unanimous)

CORRESPONDENCE: None.

PERIOD FOR PUBLIC EXPRESSION: None.

DONATION REPORT: After review, a motion was made to accept the Donation Report for May 2025. (LaGiglia, Sokolowski Unanimous)

DISCARD REPORT: No report.

FINANCIAL MATTERS:

FINANCIAL STATEMENTS: After review, a motion was made to approve the Financial Reports for May 2025. (LaGiglia, Sokolowski, Unanimous)

PAYROLL WARRANTS:
- After review, a motion was made to ratify the Payroll Warrant dated May 22, 2025. (Tully, Sokolowski, Unanimous)

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- After review, a motion was made to ratify the Payroll Warrant dated June 5, 2025. (Tully, LaGiglia, Unanimous)
- After review, a motion was made to ratify the Payroll Warrant dated June 18, 2025. (Tully, LaGiglia, Unanimous)

WARRANTS:

- After review, a motion was made to approve the Warrant dated June 18, 2025. (Tully, Sokolowski, Unanimous)

PERSONNEL REPORT:

- After review, a motion was made to approve the Personnel Report dated June 18, 2025. (Gutierrez, Esposito, Unanimous)

DIRECTORS REPORT:

- The Director's report was distributed and reviewed with interest by the Trustees.
- Ideas were discussed regarding landscaping improvements and updated building cleaning procedures.
- The Friends of the Library were praised for being featured in Newsday and on News 12 regarding their recent Antique/Vintage Book Sale held.

OLD BUSINESS: None.

NEW BUSINESS: None.

PERIOD FOR PUBLIC EXPRESSION: None.

NEXT MEETING:

a. Finance Committee Meeting – Friday, June 27, 2025 at 3:30 PM
b. Organizational Meeting – Wednesday, July 16, 2025 at 3:30 PM
c. Regular Meeting – Wednesday, July 16, 2025, *directly following the Organizational Meeting*

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

Respectfully submitted,

Jamie Papandrea, Director
Acting Secretary