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

Board of Trustees Meeting Minutes – Wednesday, July 16, 2025 *APPROVED*

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

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

ABSENT:

Library Board President Angela LaGiglia called the meeting to order at 5:13 PM.

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

APPROVAL OF MINUTES: A motion was made to approve the Minutes of the June 27, 2025 Finance Committee 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 June 2025. (Esposito, Gutierrez, Unanimous)

DISCARD REPORT: No report.

FINANCIAL MATTERS:

> **FINANCIAL STATEMENTS:** A motion was made to postpone review and approval of the Financial Reports for June 2025 until after the Audit has been completed. (Tully, Sokolowski, Unanimous)

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PAYROLL WARRANTS: After review, a motion was made to ratify the Payroll Warrant dated July 3, 2025. (Esposito, Tully, Unanimous)

WARRANTS:

- After review, a motion was made to approve the Warrant dated July 15, 2025. (Esposito, Sokolowski, Unanimous)
- After review, a motion was made to approve the Warrant dated July 16, 2025. (Esposito, Sokolowski, Unanimous)
- After review, a motion was made to approve the Capital Fund Warrant dated July 16, 2025. (Esposito, Sokolowski, Unanimous)
- After review, a motion was made to approve additional invoices to be paid for the period from July 17 – August 19, 2025. (Esposito, Tully, Unanimous)

PERSONNEL REPORT: After review, a motion was made to approve the Personnel Report dated July 16, 2025. (Esposito, Gutierrez, Unanimous)

DIRECTORS REPORT: No report.

OLD BUSINESS: None.

NEW BUSINESS:

- After review, a motion was made to approve the proposal for flood insurance from American Bankers Insurance Company of Florida for $500,000 for contents and liability coverage effective August 17, 2025 – August 16, 2026 for a cost of $1,899. (Sokolowski, Esposito, Unanimous)

PERIOD FOR PUBLIC EXPRESSION: None.

NEXT MEETING:

- Wednesday, August 20, 2025
- Wednesday, September 17, 2025

ADJOURNMENT: There being no further business, a motion was made to adjourn the meeting at 5:27 PM. (Gutierrez, Sokolowski, Unanimous)

Respectfully submitted,

Jamie Papandrea, Director