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

Board of Trustees Meeting Minutes – Wednesday, July 16, 2025 Organizational
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 Marilyn Gutierrez called the meeting to order at 3:50 PM.

ADOPTION OF AGENDA: After review, a motion was made to adopt the proposed Agenda for the Organizational Meeting dated Wednesday, July 16, 2025. (Tully, LaGiglia, Unanimous)

OATH OF OFFICE: The Oath of Office was taken by all Trustees.

ANNUAL ELECTION OF OFFICERS:

- A motion was made to nominate Angela LaGiglia as Board President. (Gutierrez, Esposito, Unanimous)
- A motion was then made to close nominations. (Esposito, Tully, Unanimous) Nominations having been closed, a vote was taken:
- Angela LaGiglia was elected Board President unanimously. (Tully, Sokolowski, Unanimous)
- A motion was made to nominate Louise Sokolowski as Board Vice President. (LaGiglia, Gutierrez, Unanimous)
- A motion was then made to close nominations. (LaGiglia, Tully, Unanimous) Nominations having been closed, a vote was taken:
- Louise Sokolowski was elected Board Vice President unanimously. (Gutierrez, Tully, Unanimous)

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ANNUAL APPOINTMENTS TO THE BOARD:

- A motion was made to re-appoint Diane Breinlinger as Treasurer of the Board of Trustees of West Islip Public Library at the rate of $71.24 per hour. (Gutierrez, Sokolowski, Unanimous)
- After discussion, the position of Secretary will remain vacant until a replacement is found. In the interim, the Director will serve as Acting Secretary.

ANNUAL APPOINTMENTS:

- The Board conducted their Annual Review of Appointments.
- After review a motion was made to adopt the Resolution of the Board of Trustees of West Islip Public Library Annual Appointments for Fiscal Year 2025-2026. (Tully, Sokolowski, Unanimous)

REVIEW OF BYLAWS: The Bylaws were distributed and reviewed.

REVIEW OF FINANCIAL POLICIES: The Financial Policies were distributed and reviewed.

REVIEW OF INVESTMENT POLICY: The Investment Policy was distributed and reviewed.

REVIEW OF FUND AND MINIMUM BALANCE POLICY: The Fund and Minimum Balance Policy was distributed and reviewed.

REVIEW OF CONFLICT OF INTEREST POLICY:

- The Conflict of Interest Policy was distributed and reviewed.
- All Trustees completed and submitted their annual Conflict of Interest Policy Disclosure Form.

FY 2025-2026 MEETING CALENDAR: After review, a motion was made to adopt the FY 2025-2026 Board of Trustees Meeting Calendar. (Gutierrez, Sokolowski, Unanimous)

ADJOURNMENT: There being no further business, a motion was made to adjourn the meeting at 5:11 PM. (Sokolowski, Esposito, Unanimous)

Respectfully submitted,

Jamie Papandrea, Director
Acting Secretary