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

Board of Trustees Meeting Minutes – Wednesday, January 21, 2026 *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 3:55 PM.

ADOPTION OF AGENDA: After review, a motion was made to approve the proposed Agenda dated Wednesday, January 21, 2026. (Tully, Gutierrez, Unanimous)

APPROVAL OF MINUTES: After review, a motion was made to approve the minutes of the December 17, 2025 Board Meeting. (Esposito, Tully, Unanimous)

CORRESPONDENCE: None.

PERIOD FOR PUBLIC EXPRESSION: None.

DONATION REPORT: After review, a motion was made to accept the Donations Report dated January 21, 2026. (Gutierrez, Sokolowski, Unanimous)

DISCARD REPORT: No report.

FINANCIAL MATTERS:

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

PAYROLL WARRANTS:

- After review, a motion was made to ratify the Payroll Warrant dated December 18, 2025. (Gutierrez, Esposito, Unanimous)

- After review, a motion was made to ratify the Payroll Warrant dated January 2, 2026. (Gutierrez, Tully, Unanimous)
- After review, a motion was made to ratify the Payroll Warrant dated January 15, 2026. (Gutierrez, Esposito, Unanimous)

WARRANTS:

- After review, a motion was made to approve the Warrant dated January 21, 2026. (Gutierrez, Esposito, Unanimous)
- After review, a motion was made to approve the Capital Fund Warrant dated January 21, 2026. (Gutierrez, Sokolowski, Unanimous)
- After review, a motion was made to approve additional invoices to be paid for the period from January 22–February 17, 2026. (Gutierrez, Tully, Unanimous)

PERSONNEL REPORT: After review, a motion was made to approve the Personnel Report dated January 21, 2026. (Sokolowski, Tully, Unanimous)

DIRECTOR'S REPORT:

- The Director's report was distributed and reviewed with interest by the Trustees.
- The Director discussed several recent patron issues.
- Trustees were given an overview of the type of work the current Social Work Intern is engaged in during her scheduled hours at the Library.

OLD BUSINESS:

- A draft of the FY 2026-2027 Proposed Budget was presented and discussed with the Board.
- Additional data is still needed from the Town of Islip regarding potential costs to homeowners.
- A revised draft will be presented at the February 18, 2026 meeting.

NEW BUSINESS:

- After review, a motion was made to approve the Legal Notice of the FY 2026-2027 Budget Vote & Trustee Election to be held on April 14, 2026. (Tully, Gutierrez, Unanimous)
- After review, a motion was made to accept the proposal from A Perfect View Custom Window Fashions, Inc. for window treatments for a total cost of $7,430. (Esposito, Tully, Unanimous)
- After discussion a motion to commit $3,500 from the unallocated Capital Fund Balance to the Copier Machine Project in the Capital Fund. (Tully, Sokolowski, Unanimous)

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- After discussion, a motion was made to accept the proposal from TechForce for network data runs for a total cost of $3,291.47 from the Copier Machine Project in the Capital Fund. (Esposito, Sokolowski, Unanimous)

PERIOD FOR PUBLIC EXPRESSION: None.

NEXT MEETING:
- Wednesday, February 18, 2026 at 3:30 PM
- Wednesday, March 18, 2026 at 3:30 PM

ADJOURNMENT: There being no further business, a motion was made to adjourn the meeting at 5:21 PM. (Sokolowski, Esposito, Unanimous)

Respectfully submitted,

Jamie Papandrea, Director
Acting Secretary