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Board of Trustees Meeting Minutes – Wednesday, April 15, 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

ABSENT:

Library Board President Angela LaGiglia called the meeting to order at 3:37 PM.

ADOPTION OF AGENDA: After review, a motion was made to approve the proposed Agenda dated Wednesday, April 15, 2026. (Sokolowski, Gutierrez, Unanimous)

APPROVAL OF MINUTES:
- After review, a motion was made to approve the minutes of the March 18, 2026 Board Meeting. (Esposito, Gutierrez, Unanimous)
- After review, a motion was made to approve the minutes of the April 14, 2026 Special District Meeting. (Tully, Sokolowski, Unanimous)

CORRESPONDENCE:
- A letter from Baldessari & Coster, LLP was distributed.
- After review a motion was made to accept the Audit Engagement Proposal received from Albert Coster, C.P.A. of Baldessari & Coster, LLP to perform the 2025-2026 Fiscal Year End Audit and Financial Report for a fee not to exceed $11,750. (Sokolowski, Esposito, Unanimous)

PERIOD FOR PUBLIC EXPRESSION: None.

DONATION REPORT: No report.

DISCARD REPORT: No report.

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FINANCIAL MATTERS:

FINANCIAL STATEMENTS: A motion was made to postpone the review of the Financial Reports for March 2026. (Sokolowski, Tully, Unanimous)

PAYROLL WARRANTS:

- After review, a motion was made to ratify the Payroll Warrant dated March 26, 2026. (Tully, Gutierrez, Unanimous)
- After review, a motion was made to ratify the Payroll Warrant dated April 9, 2026. (Tully, Sokolowski, Unanimous)

WARRANTS:

- After review, a motion was made to approve the Warrant dated April 15, 2026. (Tully, Sokolowski, Unanimous)
- After review, a motion was made to approve the Capital Fund Warrant dated April 15, 2026. (Tully, Sokolowski, Unanimous)
- After review, a motion was made to approve additional invoices to be paid for the period from April 16–May 19, 2026. (Tully, Esposito, Unanimous)

PERSONNEL REPORT: No report.

DIRECTOR'S REPORT:

- The Director's Report dated April 15, 2026 was reviewed and discussed.
- A motion to approve Jamie Papandrea to attend the New York Library Association Association's Spring on the Hill Conference and networking events to be held in Albany May 19-May 20, with total conference expenses not to exceed $1,100. (Gutierrez, Tully, Unanimous)
- The Director noted the outstanding creativity of Children's Services Staff in making a special voting booth for children used during the Library's recent Budget Vote & Trustee Election. The Board agreed that the initiative was well executed and commended their efforts.
- Head of IT Services, Melissa Forshée, was praised for the coordination of two recent large-scale projects.
- The May/June edition of *The Source* was reviewed with enthusiasm. The Trustees expressed positive feedback regarding its layout and contents. A suggestion was made to highlight staff members when possible.

OLD BUSINESS:

- Progress continues with policy development and review. Attention is currently focused on the Material Selection Policy and Request for Reconsideration of Library Materials Form.

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NEW BUSINESS:

- Discussion was had regarding community usage of meeting rooms. The Director noted that demand has dramatically increased since first offered, and a review of policies and procedures is necessary.

PERIOD FOR PUBLIC EXPRESSION: None.

NEXT MEETING:

- Wednesday, May 20, 2026 at 3:30 PM
- Wednesday, June 17, 2026 at 3:30 PM

ADJOURNMENT: There being no further business, a motion was made to adjourn the meeting at 4:56 PM. (Gutierrez, Sokolowski, Unanimous)

Respectfully submitted,

Jamie Papandrea, Director
Acting Secretary