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

Board of Trustees Meeting Minutes – Wednesday, June 17, 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 3:44 PM.

ADOPTION OF AGENDA: After review, a motion was made to approve the proposed Agenda dated Wednesday, June 17, 2026. (Esposito, Tully, Unanimous)

APPROVAL OF MINUTES: After review, a motion was made to approve the minutes of the May 20, 2026 Board Meeting. (Sokolowski, Tully, Unanimous)

CORRESPONDENCE: None.

PERIOD FOR PUBLIC EXPRESSION: None.

DONATION REPORT: No report.

DISCARD REPORT: No report.

FINANCIAL MATTERS:

FINANCIAL STATEMENTS:
- A motion was made to postpone the review of the Financial Reports for May 2026 until the June 30 Finance Committee Meeting. (Gutierrez, Tully, Unanimous)

PAYROLL WARRANTS:
- After review, a motion was made to ratify the Payroll Warrant dated May 21, 2026. (Gutierrez, Sokolowski, Unanimous)

- After review, a motion was made to ratify the Payroll Warrant dated June 4, 2026. (Gutierrez, Sokolowski, Unanimous)

WARRANTS:

- After review, a motion was made to approve the Warrant dated June 17, 2026. (Gutierrez, Esposito, Unanimous)

PERSONNEL REPORT: After review, a motion was made to approve the Personnel Report dated May 20, 2026. (Esposito, Gutierrez, Unanimous)

DIRECTOR'S REPORT:

- The Director's Report was distributed, and reviewed with interest by the Board of Trustees.
- Discussion regarding fees for paid programs and the vetting and/or evaluation process of programmers took place. The Board requested additional research regarding fees charged by other libraries and how they handle the selection, vetting and/or evaluation of SAT Prep or Regents Review classes.
- The Director noted the inclusion of Social Media Highlights, prepared by Elizabeth Chodrow. The Board reviewed with enthusiasm, and discussed the importance of interacting with the community in this way.

OLD BUSINESS:

- A draft Materials Selection Policy was distributed, and reviewed by the Trustees.
- After review and discussion, a motion was made to adopt the Materials Selection Policy. (Esposito, Tully, Unanimous)

NEW BUSINESS:

- The Director presented a report from the Logo Design Committee, which included several redesigned Library logos.
- After careful review and discussion, a motion was made to adopt the redesigned West Islip Public Library logo, as presented by the Logo Redesign Committee on June 17, 2026, and authorize library staff to implement it across all Library materials, platforms, and branding. (Gutierrez, Sokolowski, Unanimous)
- After review, a motion was made to adopt the Program Provider Agreement. (Gutierrez, Tully, Unanimous)
- After review a motion was made to accept the proposal from West Babylon Electric for the LED conversion of fixtures in the lower mezzanine area for a total cost of $6,750. (Esposito, Tully, Unanimous)
- After review, a motion was made to accept the Connected Building Services Agreement proposed by Trane for $2,609.23. (Gutierrez, Esposito, Unanimous)

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- After discussion, a motion was made for the Library to close on Friday, July 3, in observance of the America's 250th. (Gutierrez, Sokolowski, Unanimous)

PERIOD FOR PUBLIC EXPRESSION: None.

NEXT MEETING:
- Tuesday, June 30, 2026 at 3:30 PM – Finance Committee Meeting
- Wednesday, July 15, 2026 at 3:30 PM – Reorganizational Meeting
- Wednesday, July 15, 2026, directly following Reorganizational Meeting – Regular Meeting

ADJOURNMENT: There being no further business, a motion was made to adjourn the meeting at 5:39 PM. (Tully, Esposito, Unanimous)

Respectfully submitted,

Jamie Papandrea, Director
Acting Secretary