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

Board of Trustees Meeting Minutes – Wednesday, July 15, 2025 Reorganizational
APPROVED

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

PRESENT:
Angela LaGiglia
Louise Sokolowski
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 3:45 PM.

ADOPTION OF AGENDA: After review, a motion was made to adopt the proposed Agenda for the Organizational Meeting dated Wednesday, July 15, 2026. (Gutierrez, Tully, Unanimous)

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

ANNUAL ELECTION OF OFFICERS:
- A motion was made to nominate Idamarie Tully as Board President. (Gutierrez, Sokolowski, Unanimous)
- Nominations closed and Idamarie Tully was unanimously elected Board President (Esposito, LaGiglia, Unanimous)
- A motion was made to nominate Dana Waite Esposito as Board Vice President. (Sokolowski, LaGiglia, Unanimous)
- Nominations closed and Dana Waite Esposito was unanimously elected Board Vice President. (Sokolowski, LaGiglia, Unanimous)

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 $72.24 per hour. (Tully, Gutierrez, Unanimous.
- After discussion, the position of Secretary will remain vacant until a replacement is found. In the interim, the Director will continue to serve as Acting Secretary.

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

ANNUAL APPOINTMENTS: The Board conducted their Annual Review of Appointments. After review a motion was made to approve the Resolution of the Board of Trustees of West Islip Public Library Annual Appointments for Fiscal Year 2026-2027, as amended.

ADOPTION OF MEETING CALENDAR: After review, a motion was made to adopt the 2026-2027 Board of Trustees Meeting Calendar. (Esposito, Gutierrez, Unanimous)

REVIEW OF BYLAWS: The Bylaws were distributed and reviewed. A motion was made to reaffirm the Bylaws of the Board of Trustees. (LaGiglia, Esposito, Unanimous)

REVIEW OF FINANCIAL POLICIES: The Financial Policies were distributed and reviewed. A motion was made to approve the revised Financial Polices of the West Islip Public Library. (Gutierrez, Tully, Unanimous)

REVIEW OF INVESTMENT POLICY: The Investment Policy was distributed and reviewed. A motion was made to reaffirm the Investment Policy. (Gutierrez, Sokolowski, Unanimous)

REVIEW OF FUND AND MINIMUM BALANCE POLICY: The Fund and Minimum Balance Policy was distributed and reviewed. A motion was made to reaffirm the Fund and Minimum Balance Policy. (Tully, LaGiglia, Unanimous)

REVIEW OF CONFLICT OF INTEREST POLICY:

- The Conflict of Interest Policy was distributed and reviewed. A motion to reaffirm the Conflict of Interest Policy. (LaGiglia, Esposito, Unanimous)
- All Trustees completed and submitted their annual Conflict of Interest Policy Disclosure Form.

ADJOURNMENT: There being no further business, a motion was made to adjourn the meeting at 4:25 PM. (Gutierrez, LaGiglia, Unanimous)

Respectfully submitted,

Jamie Papandrea, Director
Acting Secretary