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

Board of Trustees Meeting Minutes – Wednesday, July 15, 2026 *APPROVED*

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

PRESENT:
Idamarie Tully, President
Dana Waite Esposito, Vice President
Marilyn Gutierrez
Angela LaGiglia
Louise Sokolowski
Jamie Papandrea, Director
Terry Hunter, Business Manager

ABSENT:

Library Board President Idamarie Tully called the meeting to order at 4:30 PM.

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

APPROVAL OF MINUTES:
- After review, a motion was made to approve the minutes of the June 17, 2026 Board Meeting. (Gutierrez, Esposito, Unanimous)
- After review, a motion was made to approve the minutes of the June 30, 2026 Finance Committee Meeting. (Gutierrez, Sokolowski, Unanimous)

CORRESPONDENCE: None.

PERIOD FOR PUBLIC EXPRESSION: None.

DONATION REPORT: After review, a motion was made to approve the Donation Report June 2026. (Gutierrez, Esposito, Unanimous)

DISCARD REPORT: No report.

FINANCIAL MATTERS:

FINANCIAL STATEMENTS:
- After review, a motion was made to approve the Financial Reports for May 2026. (Gutierrez, Tully, Unanimous)
- A motion was made to postpone the review of the Financial Reports for June 2026 until the Annual Audit has been completed. (Gutierrez, Esposito, Unanimous)

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

PAYROLL WARRANTS:

- After review, a motion was made to ratify the Payroll Warrant dated July 9, 2026. (LaGiglia, Tully, Unanimous)

WARRANTS:

- After review, a motion was made to approve the Warrant dated July 14, 2026. (LaGiglia, Gutierrez, Unanimous)
- After review, a motion was made to approve the Warrant dated July 15, 2026. (LaGiglia, Gutierrez, Unanimous)
- After review, a motion was made to approve the Warrant dated July 16, 2026. (LaGiglia, Gutierrez, Unanimous)
- After review, a motion was made to approve additional invoices to be paid for the period from July 16-August 18, 2026. (LaGiglia, Gutierrez, Unanimous)

PERSONNEL REPORT: After review, a motion was made to approve the Personnel Report dated July 15, 2026. (Tully, LaGiglia, Unanimous)

DIRECTOR'S REPORT: Social Media Highlights from June 2026 were distributed and reviewed.

OLD BUSINESS: None.

NEW BUSINESS: After discussion of the Library's current email host, and Microsoft software, a motion was made to accept the proposal from CDW-G to provide 90 Microsoft 365 subscriptions for an annual cost not to exceed $4,500. (Esposito, LaGiglia, Unanimous)

PERIOD FOR PUBLIC EXPRESSION: None.

NEXT MEETING:

- Wednesday, August 19, 2026 at 3:30 PM
- Wednesday, September 16, 2026 at 3:30 PM

ADJOURNMENT: There being no further business, a motion was made to adjourn the meeting at 5:16 PM. (Tully, LaGiglia, Unanimous)

Respectfully submitted,

Jamie Papandrea, Director
Acting Secretary