



7 LIBRARY AVENUE • WESTHAMPTON BEACH • NY 11978
PHONE: 631-288-3335 • FAX: 631-288-5715

BOARD OF TRUSTEES

Board Minutes

Minutes of the Wednesday, October 11, 2017 meeting at 7:00 pm

BOARD MEMBERS IN ATTENDANCE: Thomas Moore, President, Barbara Matros, Vice President, Susan Rosenberg, Treasurer, Mary Anne Yutes, Secretary, Robert Santucci, Trustee, Mitchell Schecter, Trustee and Stephen Wisnoski, Trustee

ALSO IN ATTENDANCE: Danielle Waskiewicz, Director and Laura Spillane, Director of Operations

Call to order at 7:00 pm by President Moore

Motions by Trustee Moore:

If there is no objection, Resolutions A through G be approved by unanimous consent.

7 Ayes, 0 Nays

A. Approval of Minutes from September 13, 2017

RESOLVED, that the minutes of the Board of Trustees' Meeting of September 13, 2017 are hereby approved.

B. Approval of Personnel Report

RESOLVED, that the Personnel Report is hereby approved.

C. Approval of Monthly Bills

RESOLVED, that the Bills for the Month of September/early October of the Westhampton Free Library are hereby approved.

D. Review Income and Expense Analysis

RESOLVED, that the Income and Expense Analysis Report is hereby approved.

E. Approval of the Payroll

RESOLVED, that the September 1, 2017, September 15, 2017 and September 29, 2017 payrolls are hereby approved.

F. Review Monthly Reports

RESOLVED, that Monthly Staff and Marketing Reports are hereby approved.

G. Approval of the Treasurer's Report

RESOLVED that the Treasurer's Report is hereby approved.

Motion by Trustee Moore:

If there is no objection, Resolutions H through L be approved by unanimous consent.

7 Ayes, 0 Nays

H. Audit

WHEREAS Baldessari and Coster, LLP has presented the Audit for the fiscal year 2016-2017 to the Board of Trustees, RESOLVED that the audit is hereby approved.

I. Approval of the Capital Reserve Fund Expenditures

WHEREAS the Board of Trustees has reviewed the expenditures for H2M for September 2017 RESOLVED, that the total expenditures in the amount of \$91,994.46 for the month of September are hereby approved to be withdrawn out of the capital reserve fund committed to the attic renovation.

J. Closures

WHEREAS the staff development days has been rescheduled from January 8, 2018 to March 5, 2018 to minimize Monday closures in January, RESOLVED that the library will be closed on March 5, 2018 and remain open on January 8, 2018 as well is hereby approved.

K. H2M Proposal

WHEREAS H2M has provided a fee adjustment based on estimated cost for the proposed Interior Renovations of the Library and the Board of Trustees has reviewed this estimate, RESOLVED that the fee adjustment of \$47,852 is hereby approved.

L. Ratification of a Memo of Agreement between the Westhampton Free Library Staff Association and the Westhampton Free Library dated October 3, 2017

RESOLVED, that the agreement is hereby ratified.

Motion by Trustee Moore:

Motion to adjourn to Executive session at 7:39 pm to discuss ongoing contract negotiations.

Seconded by Wisnoski and unanimously approved.

7 Ayes, 0 Nays

Motion by Trustee Moore:

Motion to adjourn Executive session at 8:05pm. No action taken.

Seconded by Santucci and unanimously approved.

7 Ayes, 0 Nays

Motion by Trustee Moore:

Motion to adjourn at 8:06pm.

Seconded by Santucci and unanimously approved.

7 Ayes, 0 Nays

Next meeting is Wednesday, November 15, 2017 at 7:00 pm.

Respectfully submitted,

Laura Spillane
Director of Operations