



7 LIBRARY AVENUE • WESTHAMPTON BEACH • NY 11978
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BOARD OF TRUSTEES

Board Minutes

Minutes of the Wednesday, January 17, 2018 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, Stephen Wisnoski, Trustee and Mitchell Schecter, Trustee

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

Call to order at 7:06 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 December 13, 2017

RESOLVED, that the minutes of the Board of Trustees' Meeting of December 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 December/early January 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 December 8, 2017 and December 22, 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:

H. Approval of the BNY MELLON BANK Collateralization Agreement

WHEREAS the Board of Trustees has reviewed the proposed collateralization agreement from BNY Mellon Bank and approved the Collateralization Agreement at the December meeting and the Collateralization Agreement has been amended, RESOLVED that the Collateralization Agreement is hereby approved.

Seconded by Rosenberg and unanimously approved.

7 Ayes, 0 Nays

If there is no objection, Resolution I be approved by unanimous consent.

7 Ayes, 0 Nays

I. BNY Arbitrage Rebate Calculation Proposal

WHEREAS the Board of Trustees has reviewed the proposal for BNY Mellon to be the agent for the Arbitrage Rebate Calculation and the Director has conducted the necessary research
RESOLVED, that the proposal in the amount of \$5,500 is hereby approved.

Motion by Trustee Moore:

J. Whereas the Board has amended the Investment Policy to change the bank name from SCNB to People's Bank and the eligible collateral.

Seconded by Rosenberg and unanimously approved.

7 Ayes, 0 Nays

Motion by Trustee Moore:

K. Approval of the Capital Reserve Fund Expenditures

WHEREAS the Board of Trustees has reviewed the expenditures for H2M for December 2017
RESOLVED, that the total expenditures in the amount of \$17, 813.22 for the month of December are hereby approved to be withdrawn out of the capital reserve fund committed to the attic renovation.

Seconded by Schecter and unanimously approved.

7 Ayes, 0 Nays

If there is no objection, Resolution L be approved by unanimous consent.

7 Ayes, 0 Nays

L. PLA (Public Library Association) Conference

WHEREAS the Director of the Library is familiar with the course offerings of the Public Library Association Conference, and has considered the budgetary implications, the Director of the Library recommends that six employees be authorized to attend, said employees that are to attend is to be designated by the Director of the Library.
IT IS HEREBY RESOLVED that six employees to be designated by the Director of the Library are authorized to attend the PLA Conference to be held from March 20 through March 24th at a cost not to exceed \$10,000 has been approved.

Motion by Trustee Moore:

Motion to adjourn at 7:37 pm.

Seconded by Santucci and unanimously approved.

7 Ayes, 0 Nays

Motion by Trustee Moore:

Motion to go into Executive session at 7:38 pm to discuss a particular personnel issue.

Seconded by Matros and unanimously approved.

7 Ayes, 0 Nays

Motion by Trustee Moore:

Motion to adjourn Executive session at 8:40 pm. No action taken.

Seconded by Rosenberg and unanimously approved.

7 Ayes, 0 Nays

Motion by Trustee Moore:

Motion to adjourn at 8:43 pm.

Seconded by Rosenberg and unanimously approved.

7 Ayes, 0 Nays

Next meeting is Wednesday, February 14, 2018 at 7:00 pm.

Respectfully submitted,

Laura Spillane
Director of Operations