



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

Board Minutes

Minutes of the Wednesday, June 13, 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 7:02 pm by President Moore

Motions by Trustee Moore:

If there is no objection, Resolutions A through M (with the exception of “B- Personnel Report and “M- Bid Documents” which is tabled until Executive session**) be approved by unanimous consent.**

7 Ayes, 0 Nays

A. Approval of Minutes from May 16, 2018

RESOLVED, that the minutes of the Board of Trustees’ Meeting of May 16, 2018 are hereby approved.

B. Approval of Personnel Report**

C. Approval of Monthly Bills

RESOLVED, that the Bills for the Month of May, early June & July 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 May 11, 2018 and May 25, 2018 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.

H. MOA between WLSA and the Library

WHEREAS the WLSA (the Union) wishes to receive paper checks rather than EMR
RESOLVED, that the Memorandum of Agreement dated May 30, 2018 between the WLSA
(The Union) and the Library is hereby ratified.

I. Fund Transfer

WHEREAS, Board previously committed \$1,102,820 for the purpose of prepayment of
the bond. RESOLVED that the Board of Trustees transfers \$514.78 from the general
fund to the purpose of Bond Repayment to bring the total to \$1,103,334.78.

J. Bond Transfer

RESOLVED, that the Transfer of an additional \$514.78 for a total payment of
\$1,103, 334.78 for the purpose of Bond Repayment from the committed fund to BNY
Mellon by Danielle Waskiewicz or Laura Spillane by June 18, 2018 is hereby approved.

K. Professional Development Fund Expenditures

WHEREAS a fund has been established for the WLSA (the Union) professional
development, Resolved that the funds in the amount of \$1,778.42 is hereby approved.

L. Construction Attorney Retainer

WHEREAS the Board of Trustees and the Library Director has reviewed the retainer
agreement for David Gilmartin, Jr., Attorney from the firm Farrell Fritz, RESOLVED
that the retainer is hereby approved.

M. Bid Documents for Attic Project**

Motion by Trustee Moore:

Motion to adjourn to go into Executive session at 7:18 pm to discuss specific personnel
maters and Bid documents.

Seconded by Rosenberg and unanimously approved. 7 Ayes, 0 Nays

Motion by Trustee Moore:

Motion to adjourn Executive session at 7:46 pm.

Seconded by Schechter and unanimously approved. 7 Ayes, 0 Nays

Motion by Trustee Moore:

Motion to open regular session at 7:47 pm.

Seconded by Wisnoski and unanimously approved. 7 Ayes, 0 Nays

Motions by Trustee Moore:

If there is no objection, Resolutions B and M be approved by unanimous consent.

7 Ayes, 0 Nays

B. Approval of the Personnel Report

RESOLVED that the personnel report is hereby amended and approved.

M. Bid Documents for Attic Project

WHEREAS David Gilmartin, Jr., retained Attorney from the firm Farrell Fritz and The
Director and The Board of Trustees has reviewed the Bid Documents provided by H2M
and will be providing reviewed comments directly to H2M, Resolved that the documents
are hereby approved with changes subject to a Board revocation on or before July 5, 2018. Final
Bid documents will be to the Board by 6/28/18. By the end of business on July 2, 2018 if no
Board member requests a special meeting (3 required) then it will be passed (approved).

Motion by Trustee Matros:

Motion to adjourn at 7:51 pm.

Seconded by Schecter and unanimously approved.

7 Ayes, 0 Nays

Next meeting is Wednesday, July 18, 2018 at 7:00 pm.

Respectfully submitted,

Laura Spillane
Director of Operations