



7 LIBRARY AVENUE • WESTHAMPTON BEACH • NY 11978  
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**BOARD OF TRUSTEES**  
**Board Minutes**

**Minutes of the Wednesday, August 15, 2018 meeting at 7:00 pm**

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

EXCUSED: Thomas Moore, Trustee

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

Call to order at 7:04 pm by President Matros

**Motions by Trustee Matros:**

**If there is no objection, Resolutions A through G be approved by unanimous consent.** 6 Ayes, 0 Nays

**A. Approval of Minutes from July 18, 2018**

RESOLVED, that the minutes of the Board of Trustees' Meeting of July 18, 2018 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 July, early August/September 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 July 6, 2018 and July 20, 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.

**Motion by Trustee Wisnoski:**

Seconded by Rosenberg and unanimously approved.

6 Ayes, 0 Nays

**H. Bid Award**

WHEREAS the Board of Trustees has reviewed the recommendation from H2M for the Attic and Renovation project and bids submitted from Lipsky Construction, Patriot Construction and Fidele Construction, RESOLVED, that the Bid is hereby awarded to **Lipsky Construction** in the amount of \$1,303,701.00 from the capital fund and approved. WHEREAS the Board of Trustees has reviewed the quote for new cameras and IT infrastructure for the project and upgrading of existing cameras from the Library's existing vendor, DJJ Technologies, RESOLVED that the quote in the amount of \$30,525 from the capital fund from DJJ Technologies is hereby approved.

**Motion by Trustee Rosenberg:**

Seconded by Schecter and unanimously approved.

6 Ayes, 0 Nays

**I. Reserve Fund Expenditures**

WHEREAS the Board of Trustees has reviewed the expenditures for H2M for June 2018, RESOLVED, that the total expenditures in the amount of \$16,804.84 for the month of July are hereby approved to be withdrawn out of the capital reserve fund committed to the attic renovation. WHEREAS the Union Professional Development Committee has reviewed professional development fund expenditures, RESOLVED, that the expenditures in the amount of \$1,000 for the month of July are hereby approved to be withdrawn out of the Professional Development Fund for Bruno Marotta.

**Motion by Trustee Yutes:**

Seconded by Wisnoski and unanimously approved.

6 Ayes, 0 Nays

**J. NYLA Conference**

WHEREAS the Director of the Library is familiar with the course offerings of the New York Library Association Conference, and has considered the budgetary implications, the Director of the Library recommends that eight employees be authorized to attend, said employees that are to attend is to be designated by the Director of the Library. RESOLVED that eight employees to be designated by the Director of the Library are authorized to attend the NYLA Conference to be held from November 7 through November 10, 2018 at a cost not to exceed \$7,000.

**Motion by Trustee Rosenberg:**

Seconded by Wisnoski and unanimously approved.

6 Ayes, 0 Nays

**K. Amendment of Building Construction Policy**

WHEREAS the Board of Trustees reviewed the Building Construction Policy related to the previous project, RESOLVED that the Building Construction Policy is hereby approved.

**Motion by Trustee Rosenberg:**

Motion to adjourn at 7:35 pm.

Seconded by Santucci and unanimously approved.

6 Ayes, 0 Nays

Next meeting is Wednesday, September 12, 2018 at 7:00 pm.

Respectfully submitted,

Laura Spillane  
Director of Operations