



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

Minutes of the Wednesday, November 14, 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, Thomas Moore, 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 Matros

Motions by Trustee Wisnoski:

If there is no objection, Resolutions A through G be approved by unanimous consent. 7 Ayes, 0 Nays

A. Approval of Minutes from October 17, 2018

RESOLVED, that the minutes of the Board of Trustees' Meeting of October 17, 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 Months of October/ November/early December 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 October 12, 2018 and October 26, 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 Rosenberg:

Seconded by Wisnoski and unanimously approved.

7 Ayes, 0 Nays

H. Audit

WHEREAS the Board of Trustees has reviewed the Audit prepared by Baldessari and Coster, LLP, RESOLVED that the Audit is hereby approved.

Motion by Trustee Moore:

Seconded by Schecter and unanimously approved.

7 Ayes, 0 Nays

I. SCLS Budget

WHEREAS the Board of Trustees has reviewed the SCLS Budget, the SCLS budget is hereby approved.

Motion by Trustee Moore:

Seconded by Schecter and unanimously approved.

7 Ayes, 0 Nays

J. SCLS Board Member Ballot

WHEREAS In compliance with the Bylaws of the Suffolk Cooperative Library System, the Board of Trustees received Ballots to elect a trustee to represent the **TOWNS OF EAST HAMPTON, SHELTER ISLAND & SOUTHAMPTON** on the SCLS Board, RESOLVED that Ballots will be distributed at this board meeting and signed and returned to the Director to send to SCLS.

Motion by Trustee Moore:

Seconded by Matros and unanimously approved.

7 Ayes, 0 Nays

K. Approval of the Fund Expenditures

WHEREAS the Board of Trustees has reviewed the expenditures for H2M for October, Lipsky for October and other capital expenses, RESOLVED, that the total expenditures in the amount of \$56,214.50 for the month of October are hereby to be withdrawn out of the Capital Reserve Fund committed to the attic renovation.

Motion by Trustee Santucci:

Seconded by Moore and unanimously approved.

7 Ayes, 0 Nays

L. Building Construction Policy

WHEREAS the Board of Trustees has reviewed the Building Construction Policy to update the authorization of the Library Director to approve change orders, RESOLVED that the Building Construction Policy is hereby amended.

Motion by Trustee Yutes:

Motion to adjourn at 8:06 pm.

Seconded by Wisnoski and unanimously approved.

7 Ayes, 0 Nays

Next meeting is Wednesday, December 19, 2018 at 7:00 pm.

Respectfully submitted,

Laura Spillane
Director of Operations