



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

Minutes of the Wednesday, October 16, 2019 meeting at 7:00 pm

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

ABSENT: Stephen Wisnoski, Trustee

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

Call to order at 7:03 pm by President Matros

Motions by President Matros:

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

A. Approval of Minutes from September 18, 2019

RESOLVED, that the minutes of the Board of Trustees' Meeting of September 18, 2019 is hereby APPROVED

B. Approval of the 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/November 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 6, 2019 and September 20, 2019 payrolls are hereby approved

F. Review Monthly Reports

RESOLVED, that Monthly Staff and Marketing Reports are hereby approved

G. Approval of the Treasurer Report

RESOLVED that the Treasurer Report is hereby approved

Motion By Trustee Matros:

H. NYS Construction Grant

Whereas the Board of Trustees has reviewed the submitted NYS construction grant for the café area and meeting room floor, RESOLVED, that the application is hereby approved.

Seconded by Rosenberg and unanimously approved. 6 Ayes, 0 Nays

Motion By Trustee Moore:

I. Public Library Association Conference

WHEREAS the Director will select seven staff members to attend the Public Library Association Conference in Nashville, Tennessee from February 25 – 29, 2020, RESOLVED that the expenses for said conference shall not exceed \$15,000. Approved

Seconded by Santucci and unanimously approved.

6 Ayes, 0 Nays

Motion By Trustee Schecter:

J. Fund Expenditures

WHEREAS the Board of Trustees has reviewed the expenditures for \$54,125.91 for the month of September, RESOLVED, that the total expenditures in the amount of \$54,125.91 for the month of September are hereby to be withdrawn out of the Capital reserve fund committed to the attic renovation. WHEREAS the WLSA has submitted reviewed and submitted expenditures for Rachel Mayo & Mara Zonderman in the amount of \$192.00 RESOLVED the following expenditures in the amount of \$192.00 to be withdrawn from the Professional Development Fund. Approved.

Seconded by Yutes and unanimously approved.

6 Ayes, 0 Nays

Motion By Trustee Matros:

K. Meeting Room Floor

WHEREAS the Board of Trustees has reviewed the quote from We'll Floor U and We'll Floor U has installed over a million sq. feet of Karndean flooring and a Grant application has been submitted to offset the cost of replacing the meeting room floor for more exercise programs, RESOLVED that the quote from We'll Floor U in the amount of \$12,000 to be withdrawn from the Capital Fund and We'll Floor U is the approved vendor to install the selected flooring. Approved.

Seconded by Rosenberg and unanimously approved.

6 Ayes, 0 Nays

Motion By Trustee Rosenberg:

L. MacMillan EBooks

WHEREAS the Board of Trustees has reviewed the embargo on libraries from MacMillan Publishing to be effective November 1, 2019 RESOLVED that the Westhampton Free Library will not purchase materials from MacMillan for 12 weeks following the release date until MacMillan removes the embargo on Libraries as the embargo does not provide equal access. Approved.

Seconded by Yutes and unanimously approved.

6 Ayes, 0 Nays

Motion By Trustee Moore:

M. MOA and CBA Agreement

WHEREAS the WLSA (the "Union") and the Library signed a Memorandum of Agreement (MOA) on September 30, 2019 regarding the definition of coverage hours and leave replacement procedures, and the Collective Bargaining Agreement that is in effect from July 1, 2019 to June 30, 2022 and the Board of Trustees has reviewed said MOA and Collective Bargaining Agreement, RESOLVED that the MOA dated September 30, 2019 and 2019-2022 Collective Bargaining Agreement is hereby ratified. Approved

Seconded by Schecter and unanimously approved.

6 Ayes, 0 Nays

Motion by Trustee Rosenberg:

Motion to adjourn at 8:31 pm to Executive Session to discuss a specific personnel matter of a particular employee.

Seconded by Santucci and unanimously approved.

6 Ayes, 0 Nays

Motion by Trustee Moore:

Motion to adjourn Executive Session and return to regular meeting at 8:22 pm. No action taken.

Seconded by Yutes and unanimously approved.

6 Ayes, 0 Nays

Motion by Trustee Moore:

Motion to adjourn at 8:23 pm.

Seconded by Rosenberg and unanimously approved.

6 Ayes, 0 Nays

Next meeting is Wednesday, November 20, 2019 at 7:00 pm.

Respectfully submitted,

Laura Spillane
Director of Operations