



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

**Minutes of the Thursday, February 20, 2020 meeting at 7:00 pm**

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

ABSENT: Robert Santucci, Vice President

ALSO IN ATTENDANCE: Danielle Waskiewicz, Director and Jay Janoski, Assistant Director

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 January 15, 2020**

RESOLVED, that the minutes of the Board of Trustees' Meeting of January 15, 2020 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 December, early January/February of the Westhampton Free Library are hereby approved

**D. Approval Income and Expense Analysis Report**

RESOLVED, that the Income and Expense Analysis Report is hereby approved

**E. Approval of the Payroll**

RESOLVED, that the January 3, 2020, January 17, 2020 and January 31, 2020 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 Moore:**

**H. Gazebo Concert Series**

RESOLVED, that \$5,000 is approved for the Cultural Consortium to run the Gazebo Concert Series.

Seconded by Schecter and unanimously approved

6 Ayes, 0 Nays

**Motion by Vice President Rosenberg**

**I. Newsletter Contractor Proposal**

WHEREAS the Board of Trustees has reviewed the Newsletter editor contract proposal, RESOLVED that contract with Susan Berdinka in the amount of \$2,100 per newsletter for 2021 is approved pending the resignation of Susan Berdinka as an employee of the Library by December 31, 2020.

Seconded by Wisnoski and unanimously approved

6 Ayes, 0 Nays

Discussion Tabled for the Present

**J. Short Term Absence, PTO and Sick Leave Policies**

WHEREAS the Board of Trustees has reviewed the proposed changes to the Short Term Absence PTO and Sick Leave Policies to align the policies with the Collective Bargaining Agreement, RESOLVED that the policies are amended.

**Motions by President Matros:**

**If there is no objection, Resolutions K through M be approved by unanimous consent.**

6 Ayes, 0 Nays

**K. Draft Budget 2020-21**

RESOLVED, that the Draft Budget has been reviewed by the Board of Trustees

**L. NYS State Report**

RESOLVED that the New York State Library Report has been reviewed and approved by the Board of Trustees

**M. Fund Expenditures**

WHEREAS the Board of Trustees has reviewed the expenditures for \$2,495.96 for the month of January, RESOLVED, that the total expenditures in the amount of \$2,495.96 for the month of January are hereby to be withdrawn out of the Capital reserve fund committed to the attic renovation.

6 Ayes, 0 Nays

7:47 PM Motion by Trustee Wisnoski to enter Executive Session to discuss a specific person.

Seconded by Rosenberg. No action taken. Motion to exit Executive Session by Moore, seconded by Matros. Exited Executive Session 8:01 PM

**Motion by Trustee Wisnoski:**

Motion to adjourn at 8:05 pm.

Seconded by Rosenberg and unanimously approved.

6 Ayes, 0

Nays

Next meeting is Wednesday, March 18, 2020 at 7:00 pm.

Respectfully submitted,

Jay Janoski  
Assistant Director