



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

**Minutes of Wednesday November 18, 2020 meeting at 7:00 pm Via Zoom**

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

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

Call to order at 7:00 pm by President Matros

**Motions by President Matros:**

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

7 Ayes, 0 Nays

**A. Approval of Minutes from October 21, 2020**

RESOLVED, that the minutes of the Board of Trustees' Meeting of October 21, 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 Months of October early November & early December 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 October 9, 2020 and October 23, 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. Health Emergency Plan for Westhampton Free Library**

WHEREAS the Health Emergency Plan is recommended by NYS for Association Libraries and the WLSA (the “Union”) has reviewed the plan and has no recommendations  
RESOLVED that the Health Emergency Plan is hereby approved.

Seconded by Trustee Schecter and unanimously approved. 7 Ayes, 0 Nays

**Motion by Trustee Moore:**

**I. Capital Expenses**

RESOLVED, that the capital expenses in the amount of \$6,645.60 ( Lipsky and BK Interiors for the month of October and the prior approved expenses in the amount of \$4,995.60 (New Era Technology and National Business Furniture) for the month of September funded from the Capital Fund Account are hereby approved.

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

**Motion by Trustee Moore:**

**J. SCLS Budget Vote**

RESOLVED, that the SCLS budget has been reviewed by the Board of Trustees and is hereby approved.

Seconded by President Matros and unanimously approved. 7 Ayes, 0 Nays

**Motion by Trustee Moore:**

Motion to adjourn at 7:15 pm.

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

Next meeting is Wednesday, December 16, 2020 at 7:00 pm.

Respectfully submitted,

Jay Janoski  
Assistant Director