



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

Minutes of Wednesday January 20, 2021 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 7:08 pm by President Matros

Correspondence: Correspondence from Ms. Adams reviewed.

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 December 16, 2020

RESOLVED, that the minutes of the Board of Trustees' Meeting of December 16, 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 December & early January and early 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 December 4, 2020 and December 18, 2020 and January 1, 2021 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 to approve H through J by Trustee Moore:

H. Sick Leave Policy

WHEREAS new guidance regarding the NYS sick leave law has been released, RESOLVED that the Sick Leave Policy is hereby amended.

I. Infectious Disease and Community Spread Policy

WHEREAS, the Federal Emergency Paid Sick Leave Law is eligible to be renewed until March 30, 2021 and WHEREAS the Westhampton Free Library remains committed to the health and safety of its employees and minimize direct threats, RESOLVED that the Infectious Disease and Community Spread Policy is hereby amended.

J. Petty Cash Funds

RESOLVED that the Petty Cash Custodians are Lisa Toner and Mara Zonderman is hereby approved.

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

Motion by Treasurer Rosenberg:

Motion to adjourn at 7:18 pm.

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

Next meeting is Wednesday, February 17, 2021 at 7:00 pm.

Respectfully submitted,

Jay Janoski
Assistant Director