



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

**Minutes of Wednesday April 21, 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 Schecter, Trustee

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

- I. Call to order at 7:0 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 March 17, 2021

RESOLVED, that the minutes of the Board of Trustees' Meeting of March 17, 2021 are 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 March/early April & early May 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 March 19, 2021, March 26, 2021 and April 9, 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 by Treasurer Rosenberg:**

H. Amend Budget 2021-22

RESOLVED, That the amended budget for 2021-2022 is hereby amended due to a clerical error

Seconded by Trustee Yutes and unanimously approved.

7 Ayes, 0 Nays

**Motion by Trustee Wisnoski:**

I. Plan for Continuation of Operations for Declared State Disaster Emergency Involving a Communicable Disease.

Whereas, the plan has been reviewed and updated by Counsel, it is RESOLVED that the plan for Plan for Continuation of Operations for Declared State Disaster Emergency Involving a Communicable Disease is hereby amended.

Seconded by Trustee Santucci and unanimously approved.

7 Ayes, 0 Nays

**Motion by Treasurer Rosenberg:**

J. State Report

RESOLVED, that the State Report for 2020 is hereby approved.

Seconded by Trustee Yutes and unanimously approved.

7 Ayes, 0 Nays

**Motion by Trustee Wisnoski:**

K. Retention Policy

RESOLVED, that the Retention Policy is hereby amended.

Seconded by Treasurer Rosenberg and unanimously approved.

7 Ayes, 0 N

**Motion by Treasurer Rosenberg:**

Motion to adjourn at 7:13 pm.

Seconded by Trustee Moore and unanimously approved.

7 Ayes, 0 Nay

Next meeting is Wednesday, May 19, 2021 at 7:00 pm.

Respectfully submitted,

Jay Janoski  
Assistant Director