



7 LIBRARY AVENUE • WESTHAMPTON BEACH • NY 11978
PHONE: 631-288-3335 • FAX: 631-288-5715

BOARD OF TRUSTEES
Board Minutes

Wednesday, June 15, 2022 meeting at 6:00 pm

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

ABSENT: Robert Santucci, Vice President,

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

Call to order at 6:46 pm by President Matros

Motions by President Matros:

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

6 Ayes, 0 Nays

A. Approval of Minutes from May 18, 2022

RESOLVED, that the minutes of the Board of Trustees' Meeting of May 18, are hereby APPROVED.

B. Approval of Monthly Bills

RESOLVED, that the Bills for the Months of May/June and early July of the Westhampton Free Library are hereby approved.

C. Review Income and Expense Analysis

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

D. Approval of the Payroll

RESOLVED, that the May 20, 2022, and June 3, 2022 and June 4, 2022 payrolls are hereby approved.

E. Review Monthly Reports

RESOLVED, that Monthly Staff and Marketing Reports are hereby approved.

F. Approval of the Treasurer Report

RESOLVED, that the Treasurer Report is hereby approved.

Motions by President Matros:

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

6 Ayes, 0 Nays

G. FMLA Policy

WHEREAS the Board of Trustees has reviewed the proposed Family Medical Leave Act (FMLA) Policy, RESOLVED that the FMLA Policy is hereby adopted.

H. Leave of Absence Policy Amendment

WHEREAS the Board of Trustees has reviewed the Leave of Absence Policy, RESOLVED that the Leave of Absence Policy is hereby amended.

I. Use of Communication Systems Policy Amendment

WHEREAS the Board of Trustees has reviewed the I. Use of Communication Systems Policy, RESOLVED that the I. Use of Communication Systems Policy is hereby amended.

J. Holiday Policy Amendment

WHEREAS the Board of Trustees has reviewed the **Holiday Policy**, RESOLVED that the Holiday Policy is hereby amended.

K. Covid Testing for Unvaccinated Staff

WHEREAS NYS has paused the test or vax requirement for COVID 19 for NYS employees, RESOLVED that Covid Testing has been paused for employees from June 9, 2022 for employees who have not shown proof of vaccination and the library is pausing its vaccine requirement for contractors/instructors.

L. Trustee Resignation

WHEREAS Trustee Moore has submitted a letter of resignation effective June 30, 2022, RESOLVED that the resignation of Trustee Moore effective June 30, 2022 is hereby approved.

EXECUTIVE SESSION MATTERS:

Motion by Treasurer Rosenberg:

Motion to enter executive session at 7:10 PM to discuss the employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Seconded by Trustee Moore and unanimously approved

6 Ayes, 0 Nays

Motion by Trustee Moore:

Motion to adjourn Executive session at 7:30 PM

Seconded by Trustee Yutes and unanimously approved

6 Ayes, 0 Nays

Trustee Schecter excused from meeting at 7:31 PM

Motion by Trustee Yutes:

Motion to Approve the Personnel Report

Seconded by Treasurer Rosenberg and unanimously approved

5 Ayes, 0 Nays

Motion by Trustee Moore:

Motion to adjourn at 7:42 PM.

Seconded by Treasurer Rosenberg and unanimously approved.

5 Ayes, 0 Nays

Next meeting is Thursday, July 21, 2022 at 6:00 pm.

Respectfully submitted,

Jay Janoski
Assistant Director