



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

**Wednesday, December 21, 2022 meeting at 6:00 pm**

BOARD MEMBERS IN ATTENDANCE: Barbara Matros, President, Robert Santucci, Vice President, Susan Rosenberg, Treasurer, Priscilla Adam, Trustee Mitchel Schecter, Trustee, Mary Anne Yutes, Secretary

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

Call to order at 6:15 pm by President Matros

**Motion by Treasurer Rosenberg:**

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

7 Ayes, 0 Nays

**A. Approval of Minutes from November 16, 2022**

RESOLVED, that the minutes of the Board of Trustees' Meeting of November 16, 2022 are hereby APPROVED.

**B. Approval of Monthly Bills**

RESOLVED, that the Bills for the Months of November/December and early January 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 payrolls from November 16, 2022, and December 2, 2022 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.

Second by Trustee Wisnoski and unanimously approved.

7Ayes, 0 Nays

**Motion by Treasurer Rosenberg:**

**G. Town of Southampton Beach Pass**

WHEREAS, the Town of Southampton Parks and Recreation Department has presented a proposal to sell beach passes to serve the residents of the Western portion of the Town of Southampton, RESOLVED that the proposal has been approved by the Board of Trustees

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

**Motion by Treasurer Rosenberg:**

**H. Easement**

WHEREAS the Board of Trustees has reviewed the easement provided by Barry Bernstein, property owner of 145 main street, Westhampton Beach in order for said property to connect to the sewer to avoid heavy disruption and expense, RESOLVED that the easement has the consent of the Board of Trustees and the Executive Director has the authorization to sign.

Second by Trustee Adam and unanimously approved. 7Ayes, 0 Nays

**Motion by Secretary Yutes:**

**I. Transfer of Funds**

WHEREAS, the Board of Trustees has adopted a policy regarding NYS sick time and also codified said policy in CBA between WLSA and Westhampton Free Library and the Executive Director had several LMC meetings with the Union President regarding NYS sick time, RESOLVED that the transfer of \$40,000 from the general fund to the payout fund is hereby approved. Further RESOLVED that the payout for 2022 as listed on the Personnel Report is to be paid from the payout fund on December 23, 2022.

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

**Motion by Trustee Wisnoski:**

**J. Meeting Room Policy**

WHEREAS, the Board of Trustees has reviewed the Meeting Room Policy, and RESOLVED that the Meeting Room Policy is hereby amended.

Second by Trustee Adam and unanimously approved. 7Ayes, 0 Nays

**Motion by Vice President Santucci:**

**K. CBA 2022-2025**

WHEREAS, the Board of Trustees has reviewed the Collective Bargaining Agreement between WLSA and Westhampton Free Library and the MOA has already been ratified, RESOLVED that President and the Executive Director are authorized to sign the CBA 2022-2025 between WLSA and the Westhampton Free Library and hereby ratified.

Second by Treasurer Rosenberg and unanimously approved. 7Ayes, 0 Nays

**Motion by Vice President Santucci:**

**L. Sick Time Policy**

WHEREAS, the Board of Trustees has reviewed the Sick Time Policy, and RESOLVED that the Sick Time Policy is hereby amended.

Second by Trustee Wisnoski and unanimously approved.

7Ayes, 0 Nays

**EXECUTIVE SESSION MATTERS:**

**Motion by Treasurer Rosenberg :**

**Personnel Report**

Motion to adjourn into executive session at 6:45 pm. to discuss the medical, financial, credit or 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 Adam and unanimously approved

7 Ayes, 0 Nays

**Motion by Trustee Schecter:**

Motion to adjourn Executive session at 6:48 pm

Seconded by Treasurer Rosenberg , and unanimously approved

7 Ayes, 0 Nays

**Motion by Vice President Santucci:**

Motion to Approve the Personnel Report

Seconded by Trustee Wisnoski, and unanimously approved

7 Ayes, 0 Nays

**Motion by Treasurer Rosenberg :**

Motion to adjourn at 6:50 PM.

Seconded by Trustee Wisnoski, and unanimously approved.

7 Ayes, 0 Nays

**Next meeting is Wednesday, January 19, 2023 at 6:00 pm.**

Respectfully submitted,

Jay Janoski  
Assistant Director