



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

Wednesday, May 18, 2022 meeting at 6:00 pm

BOARD MEMBERS IN ATTENDANCE: Barbara Matros, President, Robert Santucci, Vice President, Susan Rosenberg, Treasurer, Mary Anne Yutes, Secretary, Mitchell Schecter, Trustee, Stephen Wisnoski - Trustee

ABSENT: Thomas Moore, Trustee

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

Call to order at 6:04 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 April 13, 2021

RESOLVED, that the minutes of the Board of Trustees' Meeting of April 13, 2021 are hereby APPROVED.

B. Approval of Monthly Bills

RESOLVED, that the Bills for the Months of April/May and early June 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 April 22, 2022, and May 6, 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.

Motion by Treasurer Rosenberg:

G. Chain of Command Policy Amendment

WHEREAS the Board of Trustees has reviewed the current Chain of Command Policy, RESOLVED that the Chain of Command Policy is hereby amended.

Seconded by Trustee Yutes and unanimously approved 6 Ayes, 0 Nays

Motion by Treasurer Rosenberg:

H. Holiday Policy Amendment

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

Seconded by Trustee Schecter and unanimously approved 6 Ayes, 0 Nays

Motion by Vice President Santucci:

I. Longevities for Management Employees

WHEREAS the Board of Trustees has reviewed the Longevities for Management Employees proposed Policy, RESOLVED that the Longevities for Management Employees Policy is hereby adopted.

Seconded by Trustee Schecter and unanimously approved 6 Ayes, 0 Nays

Motion by Trustee Wisnoski:

J. Paid Family Leave Policy

WHEREAS the Board of Trustees has reviewed the Paid Family Leave Policy, RESOLVED that the Paid Family Leave Policy is hereby adopted.

Seconded by Treasurer Rosenberg and unanimously approved 6 Ayes, 0 Nays

Motion by Vice President Santucci:

K. Memorandum of Agreement (MOA) for the 2022-2025 Contract

WHEREAS the Board of Trustees has reviewed the signed Memorandum of Agreement dated April 27, 2022 between the Library and WLSA, RESOLVED that the MOA dated April 27, 2022 for the 2022-2025 contract between the Library and WLSA is hereby ratified

Seconded by Trustee Yutes and unanimously approved 6 Ayes, 0 Nays

EXECUTIVE SESSION MATTERS:

Motion by Trustee Schecter:

Motion to enter executive session at 6:08 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 Wisnoski and unanimously approved 6 Ayes, 0 Nays

Motion by Treasurer Rosenberg:

Motion to adjourn Executive session at 6:13 PM

Seconded by Trustee Wisnoski and unanimously approved 6 Ayes, 0 Nays

Motion by Trustee Schecter:

Motion to Approve the Personnel Report

Seconded by Trustee Wisnoski and unanimously approved 6 Ayes, 0 Nays

Motion by Trustee Wisnoski:

Motion to adjourn at 6:27 PM.

Seconded by Treasurer Rosenberg and unanimously approved. 6 Ayes, 0 Nays

Next meeting is Wednesday, June 15, 2022 at 6:00 pm.

Respectfully submitted,

Jay Janoski
Assistant Director