



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

**Wednesday, January 18, 2023 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 6:06 pm by President Matros

**Motion by Trustee Wisnoski:**

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

**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 Treasurer Rosenberg and unanimously approved.

7Ayes, 0 Nays

**Motion by Trustee Wisnoski:**

**G. PTO Policy**

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

Second by Secretary Yutes and unanimously approved.

7Ayes, 0 Nays

**EXECUTIVE SESSION MATTERS:**

**Motion by Treasurer Rosenberg:**

**Personnel Report**

Motion to adjourn into executive session at 6:10 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 Treasurer Rosenberg:**

Motion to adjourn Executive session at 6:48 pm

Seconded by Trustee Adam, and unanimously approved.

7 Ayes, 0 Nays

**Motion by Trustee Wisnoski:**

Motion to Approve the Personnel Report

Seconded by Vice President Santucci, and unanimously approved.

7 Ayes, 0 Nays

**Motion by Trustee Wisnoski:**

Motion to adjourn at 6:16 pm.

Seconded by Trustee Adam, and unanimously approved.

7 Ayes, 0 Nays

**Next meeting is Wednesday, February 15, 2023 at 6:00 pm.**

Respectfully submitted,

Jay Janoski  
Assistant Director