



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

**BOARD OF TRUSTEES**  
**Draft Board Minutes**

**Wednesday, December 20, 2023 meeting at 6:00 pm**

BOARD MEMBERS IN ATTENDANCE: Barbara Matros, President, Susan Rosenberg, Treasurer, Steve Wisnoski, Trustee, Mitchel Schecter, Trustee, Mary Anne Yutes, Secretary  
Jessica Rogers, Trustee  
Absent: Robert Santucci, Vice-President

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

Call to order at 6:05 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 15, 2023**

RESOLVED, that the minutes of the Board of Trustees' Meeting of October 18, 2023, 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 17 and 18, 2023, and December 14, 2023, are hereby approved.

**E. Approval of the Treasurer Report**

RESOLVED, that the Treasurer Report is hereby approved.

**F. Review Monthly Reports**

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

VIII Executive Session

**Motion by Trustee Rogers**

**Personnel Report**

Motion to adjourn into executive session at 6:06 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 Wisnoski, and unanimously approved. 6 Ayes, 0 Nays

**Motion by Trustee Wisnoski:**

Motion to adjourn Executive session at 6:09 pm

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

**Motion by Trustee Wisnoski:**

Motion to Approve the Personnel Report

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

**Motion by Treasurer Rosenberg:**

Motion to adjourn at 6:37 pm.

Seconded by Trustee Rogers, and unanimously approved. 6 Ayes, 0 Nays

**Next meeting is Wednesday, January 17, 2024 at 6:00 pm**

Respectfully submitted,

Jay Janoski  
Assistant Director