



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

Wednesday, January 17, 2024 meeting at 6:00 pm

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

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

Call to order at 6:07 pm by President Matros:

Motion by President Matros:

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

A. Approval of Minutes from December 20, 2023

RESOLVED, that the minutes of the Board of Trustees Meeting of December 20, 2023, are hereby APPROVED.

B. Approval of Monthly Bills

RESOLVED, that the Bills for the Months of December, January, and early February 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 December 28, 2023, and January 11, 2024, 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.

G. Staff Presentation- Adult Services

Motion by Trustee Wisnoski:

H. Retainer Agreement

BE IT RESOLVED, effective January 1, 2024, that the rights and obligations of Lamb & Barnosky, LLP pursuant to the retainer agreement presently in effect, will be assigned to and assumed by the law firm of Keane & Beane, P.C.; and BE IT FURTHER RESOLVED, effective January 1, 2024, that the Board terminates the retainer agreement with Lamb & Barnosky, LLP.

Second by Treasurer Rosenberg and unanimously approved.

6 Ayes, 0 Nays

Motion by Trustee Wisnoski:

I. Computer Proposal

WHEREAS the Board of Trustees has reviewed the proposal from the Head of Digital Services regarding computer equipment, and RESOLVED that the proposal not to exceed \$14,000 is hereby approved.

Second by Trustee Rodgers and unanimously approved.
Nays

6 Ayes, 0

Motion by Trustee Wisnoski:

J. Accountable Plan

WHEREAS the Board of Trustees has reviewed the Accountable Plan for the Westhampton Free Library regarding the submission of expenses by employees, RESOLVED that the Accountable Plan is hereby approved.

Second by Vice-President Santucci and unanimously approved.

6 Ayes, 0 Nays

VIII Executive Session

Motion by Trustee Wisnoski

Personnel Report

Motion to adjourn into executive session at 6:26 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 Treasurer Rosenberg, and unanimously approved.

6 Ayes, 0 Nays

Motion by Treasurer Rosenberg:

Motion to adjourn Executive session at 6:34 pm

Seconded by Trustee Wisnoski, and unanimously approved.

6 Ayes, 0 Nays

Motion by Treasurer Rosenberg:

Motion to Approve the Personnel Report

Seconded by Trustee Rodgers, and unanimously approved.

6 Ayes, 0 Nays

Motion by Trustee Rodgers:

Motion to adjourn at 6:39 pm.

Seconded by Treasurer Rosenberg, and unanimously approved.

6 Ayes, 0 Nays

The next meeting is Wednesday, February 21, 2024 at 6:00 pm

Respectfully submitted,

Jay Janoski
Assistant Director