

BOARD MEETING MINUTES  
TUESDAY DECEMBER 13, 2022  
BABYLON PUBLIC LIBRARY

PRESENT: Gary Brunjes, Debbie Young Szala, Sandra Levine, Anne Lotito-Schuh; Vicki Lever, Director; Cathy Tingo, Board Secretary, Michael Castonguay, Business Manager

ABSENT: Loretta Chillemi

GUEST: David Tellier and John Castles of Nawrocki Smith LLP, Certified Public Accountants, Tom Vitale

The meeting was called to order at 6:38 p.m. by President Brunjes followed by the Pledge of Allegiance.

Presentation by David Tellier and John Castles of Nawrocki Smith LLP -

David Tellier and John Castles presented a summary of the auditors' report for fiscal year ended June 30, 2022. They advised the Board that the auditors received full readiness, cooperation and responsiveness from Vicki and Michael. No recommendations were made for the library.

At 6:55 p.m. David, John and Michael left the meeting.

From 6:55 p.m. to 7 p.m. – short break

Minutes –

Motion was made to accept the Minutes of the November 15, 2022. (Levine/Szala)  
Unanimous (Chillemi-Absent)

Treasurer's Report/Warrants –

Motion was made to approve the November 2022 Warrant #GF2211 and Payroll Warrant 2211-1, Payroll Warrant 2211-2 as prepared by Treasurer, Ann Guarascio.  
(Brunjes/Schuh) Unanimous (Chillemi-Absent)

Motion was made to approve checks numbered 5974 through and including 6046.  
(Brunjes/Schuh) Unanimous (Chillemi-Absent)

Director's Report -

The Director presented her report which was reviewed and approved by the Board.

President Brunjes offered an opportunity for a Period of Public Expression. None offered.

Personnel Report –

Motion was made to confirm the appointment of Laurie Rodney, call in Support Services Library Clerk, effective December 5, 2022. (Szala/Levine) Unanimous (Chillemi-Absent)

Motion was made to approve an amendment of Director's Terms and Conditions of Employment dated June 22, 2022, to include one-time merit bonus payment of \$2,000 for extraordinary efforts by the Director to provide for the continued successful operation of Library services during the pandemic. (Levine/Szala) Unanimous (Chillemi-Absent)

Motion was made to accept the retirement of Victoria Lever, Library Director, effective January 21, 2023, with regrets. (Brunjes/Szala) Unanimous (Chillemi-Absent)

Motion was made to approve the appointment of Thomas Vitale as Library Director, effective January 17, 2023, subject to the Terms and Conditions of Employment to be determined. (Levine/Szala) Unanimous (Chillemi-Absent)

Unfinished Business –

Wireless Internet Policy –

Motion was made to update Babylon Public Library Wireless Internet Policy #600-185b as annexed hereto. (Brunjes/Szala) Unanimous (Chillemi-Absent)

New Business –

Acceptance of donation from Donald Middleton –

Motion was made to accept the \$3,874.21 donation from Middleton Environmental Inc. (Szala/Levine) Unanimous (Chillemi-Absent)

Trustee Training –

Trustee Training Policy was given to the Board to review and will be revisited at the next Board meeting.

NYSLRS Standard Workday Resolution for Employees –

Motion was made to approve NYSLRS Standard Workday Resolution for Employees as annexed hereto. (Levine/Szala) Unanimous (Chillemi-Absent)

Upcoming Meeting –

Tuesday, January 17, 2023 @ 6:30 p.m.

Executive Session –

Motion was made to enter Executive Session at 7:25 p.m. to discuss personnel matters.  
(Brunjes/Szala) Unanimous (Chillemi-Absent)

Returned to Open Session at 7:30 p.m.

Adjournment –

Motion was made to adjourn the meeting at 7:30 p.m. (Schuh/Szala) Unanimous  
(Chillemi-Absent)

Respectfully submitted,

Cathy Tingo

Board Secretary