

BOARD MEETING MINUTES  
TUESDAY FEBRUARY 28, 2023  
BABYLON PUBLIC LIBRARY

PRESENT: Gary Brunjes, Loretta Chillemi, Sandra Levine, Anne Lotito-Schuh; Tom Vitale, Director; Cathy Tingo, Board Secretary

ABSENT: Debbie Young Szala

The meeting was called to order at 6:30 p.m. by President Brunjes followed by the Pledge of Allegiance.

Oath administered to new Treasurer, SuzAnne Getz –

Motion was made to appoint SuzAnne Getz as Library Treasurer, effective January 30, 2023. (Chillemi/Levine) Unanimous (Szala-Absent)

Cathy Tingo, in her Notary capacity, swore in SuzAnne Getz as Treasurer of the Babylon Public Library. The Oath of Office will be filed with the Suffolk County Clerk's Office.

Minutes –

Motion was made to accept the Minutes of the January 17, 2023. (Schuh/Chillemi) Unanimous (Szala-Absent)

Treasurer's Report/Warrants –

Motion was made to approve the January 2023 Warrant #GF23-01 and Payroll Warrant 23 01-01, Payroll Warrant 23 01-02 as prepared by Treasurer, Ann Guarascio. (Brunjes/Chillemi) Unanimous (Szala-Absent)

Motion was made to approve checks numbered 6072 through and including 6126. (Brunjes/Levine) Unanimous (Szala-Absent)

Director's Report -

The Director presented his 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 accept the resignation of Mary Lou Bartsch, part time Support Services Library Clerk, effective February 1, 2023. (Levine/Chillemi) Unanimous (Szala-Absent)

Motion was made to confirm the appointment of Mary Lou Bartsch as On Call Substitute Support Services Library Clerk, effective February 2, 2023. (Schuh/Chillemi) Unanimous (Szala-Absent)

Motion was made to confirm the appointment of Ann Guarascio, part time Business Manager, effective January 30, 2023. (Chillemi/Levine) Unanimous (Szala-Absent)

Motion was made to allow the Director to hire one full time Support Services Library Clerk with confirmation at the next Board meeting. (Levine/Schuh) Unanimous (Szala-Absent)

Motion was made to allow the Director to hire two part time Support Services Library Clerks with confirmation at the next Board meeting. (Schuh/Brunjes) Unanimous (Szala-Absent)

Motion was made to allow the Director to hire one part time Library Page with confirmation at the next Board meeting. (Chillemi/Levine) Unanimous (Szala-Absent)

New Business –

Approval of 2023-2024 Library Budget –

Motion was made to approve a budget for fiscal year 2023-2024 which has a 1.6% increase in tax levy with \$30,000 taken from library's fund balance. (Brunjes/Chillemi) Unanimous (Szala-Absent)

Approval of 2022 NYS Annual Report –

Motion was made to accept the 2022 State Report. (Schuh/Levine) Unanimous (Szala-Absent)

The Board will review new library policies as approved by the library's attorney and revisit them at the next Board meeting.

Adopt Babylon Public Library Notary Services Policy 600-200 –

Motion was made to adopt Babylon Public Library Notary Services Policy 600-200, as annexed hereto. (Schuh/Brunjes) Unanimous (Szala-Absent)

Upcoming Meeting –

Tuesday, March 21, 2023 @ 6:30 p.m.

Adjournment –

Motion was made to adjourn the meeting at 7:05 p.m. (Brunjes/Levine) Unanimous  
(Szala-Absent)

Respectfully submitted,

Cathy Tingo

Board Secretary