

BOARD MEETING MINUTES
TUESDAY, SEPTEMBER 19, 2023
BABYLON PUBLIC LIBRARY

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

GUEST: Battle of the Books' participants and their families

STAFF: Catherine Frank, YA Librarian, Karen Sonnessa, Head of Reference

The meeting was called to order at 6:35 p.m. by President Brunjes followed by the Pledge of Allegiance.

President Brunjes welcomed the guests to the meeting. Tom Vitale thanked the Battle of the Books participants The Capri Suns for all their dedication and hard work, placing third in the Battle of the Books program. Catherine Frank presented a power point and expressed how proud she is of the team. Certificates were presented to each participant. Cake and refreshments were served.

Minutes -

Motion was made to approve the Minutes of the August 15, 2023 Board meeting.
(Levine/Szala) Unanimous

Treasurer's Report/Warrants –

Motion was made to accept the August 2023 Report, as prepared by Treasurer, SuzAnne Getz. (Brunjes/Chillemi) Unanimous

Motion was made to approve Payroll Warrants for payrolls ending July 29, 2023 and August 12, 2023, as prepared by Treasurer, SuzAnne Getz. (Brunjes/Schuh) Unanimous

Motion was made to approve checks numbered 6583 through and including 6628.
(Brunjes/Szala) Unanimous

Director's Report -

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

Personnel Report –

Motion was made to accept the resignation of Margaret Kavanagh Howe, substitute Librarian I. (Schuh/Levine) Unanimous

Motion was made to confirm the appointment of Amanda Lowe as substitute Librarian I. (Chillemi/Szala) Unanimous

Motion was made to accept the resignation of Megan Maloney, part time Support Services Library Clerk. (Schuh/Szala) Unanimous

Motion was made to confirm the appointment of Megan Maloney to the substitute Support Services list. (Levine/Chillemi) Unanimous

Motion was made to remove Ashani Miller from substitute Support Services Clerical List. (Szala/Schuh) Unanimous

Motion was made to remove Mary Lou Bartsch from substitute Support Services Clerical List. (Szala/Chillemi) Unanimous

Motion was made to appoint one additional full time Support Services Library Clerk for circulation area. (Brunjes/Chillemi) Unanimous

Unfinished Business –

Trustee Chillemi asked Tom to express thanks to Mayor Adams for following up on our request for signage in front of the library in order to provide safe crossing of street for pedestrians. She also recommended the lines on street be touched up. Tom will reach out to Mayor Adams.

New Business –

Motion as made to approve hire of John Tanzi Architects to complete Roofing Project (2023-2024) not to exceed \$20,000.00. (Szala/Schuh) Unanimous

Motion was made to approve to hire of John Tanzi Architects to complete Interior Alteration Project (2023-2025) not to exceed \$30,000.00. (Levine/Schuh) Unanimous

Motion was made to approve to hire John Tanzi Architects to complete a complete Facilities Plan & Engineering Report for Future Planning Purposes not to exceed \$4,000.00. (Szala/Chillemi) Unanimous

Motion was made to approve submission of New York State Construction Grant for Libraries Application specifically for Roofing Project (2023-2024) by 10/15/2023 to the Division of Library Development. (Szala/Levine) Unanimous

Motion was made to approve the immediate dispatch of Requests for Proposal for sealed bids on Roofing Project as prepared by John Tanzi Architects & reviewed by Lawrence Tenenbaum, Esq. (Schuh/Brunjes) Unanimous

Tax Levy –

Motion was made to set the Library tax levy for fiscal year 2023-2024 at \$2,368,685 with an approximate tax rate of \$12.33 per \$100 based on an assessed valuation of \$19,214,393 as determined by John Ripple, Assessor of the Town of Babylon. This information will be sent via letter to Deirdre Lunetta, Assistant Superintendent for Business, Babylon Union Free School District. (Brunjes/Szala) Unanimous

Donation -

Motion was made to approve acceptance of a \$20.00 donation in memory of Neel Sharman to purchase a memorial book. (Szala/Schuh) Unanimous

Upcoming Meeting –

October 17, 2023 @ 6:30 p.m.

Executive Session -

Motion was made to enter Executive Session at 7:45 p.m. to discuss personnel matters. (Szala/Chillemi) Unanimous

At 7:55 p.m. the meeting returned to Open Session.

Adjournment -

Motion was made to adjourn the meeting at 7:55 p.m. (Chillemi/Schuh) Unanimous

Respectfully submitted,

Cathy Tingo

Board Secretary

