

BOARD MEETING MINUTES  
TUESDAY, MAY 17, 2022  
BABYLON PUBLIC LIBRARY

PRESENT: Gary Brunjes, Robert Brink, Loretta Chillemi, Sandra Levine, Vicki Lever, Director, Michael Castonguay, Business Manager, Cathy Tingo, Board Secretary

ABSENT: Joanne Allar

GUEST: Debbie Young Szala

The meeting was called to order at 6:32 p.m. by President Brunjes followed by the Pledge of Allegiance.

Minutes –

Motion was made to accept the Minutes of the April 19, 2022 Board meeting. (Brunjes/Chillemi) Unanimous (Allar-Absent)

Treasurer's Report/Warrants –

Motion was made to approve the April 2022 Warrant #GF2204, Payroll Warrant 2204-1, Payroll Warrant 2204-2, and Payroll Warrant 2204-3, as prepared by Treasurer, Ann Guarascio. (Brunjes/Levine) Unanimous (Allar-Absent)

Motion was made to approve checks numbered 5608 through and including 5658. (Brunjes/Levine) Unanimous

Business Manager's review of banking –

Michael Castonguay presented a summary of his findings on banking options and answered questions of the Board. After a discussion the following motion was made.

Motion was made to transfer \$240,000 from People's United Bank into a Money Market account with Hanover Bank and transfer \$240,000 from People's United Bank into a 12-month CD with TDBank. (Brunjes/Chillemi) Unanimous (Allar-Absent)

At 6:40 Michael left the meeting.

Director's Report –

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

Electronic Vehicle charging network program –

Vicki shared with the Board that a NYS Local Government Efficiency Grant Program for electronic vehicle charging stations is in the preliminary stage.

Period of Public Expression –

Debbie asked how the charging stations will be funded. There are grants available through PSEG and NYS.

Personnel Report –

Confirmation of Librarian I, Catherine Frank –

Motion was made to confirm the appointment of Catherine Frank, Librarian I, effective June 5, 2022. (Chillemi/Levine) Unanimous (Allar-Absent)

Unfinished Business –

Carpets –

Vicki informed the Board the carpets will be cleaned on June 4<sup>th</sup>. She will then assess what areas need to be recarpeted.

New Business –

Motion was made to adopt the calendar of Trustee Meeting Schedule for fiscal year 2022/2023. (Levine/Brunjes) Unanimous (Allar-Absent)

Motion was made to adopt the calendar of Holiday closings for fiscal year 2022/2023. (Chillemi/Levine) Unanimous (Allar-Absent)

Motion was made to adopt the Sunday Schedule for fiscal year 2022/2023. (Levine/Brunjes) Unanimous (Allar-Absent)

Draft of letters to library consultants –

Letters will be sent to library consultants requesting proposals for their services for fiscal year 2022-2023.

Photography Policy –

The Photography Policy will be revisited at next month's meeting.

Approval of morning closure in August for staff training –

Motion as made to approve a delayed opening of the library on Friday, August 19, 2022 for staff training. (Chillemi/Levine) Unanimous (Allar-Absent)

Upcoming Meeting –

Tuesday, June 21, 2022 @ 6:30 p.m.

Executive Session –

The Board went into Executive Session at 7:35 p.m. to discuss personnel matter. At that time Vicki and Cathy left the meeting.

The Board returned to Open Session at 7:40 p.m.

Motion was made to adjourn the meeting at 7:40 p.m. (Brunjes/Chillemi) Unanimous (Allar-Absent)

Respectfully submitted,

Cathy Tingo  
Board Secretary