

BOARD MEETING MINUTES
TUESDAY MAY 16, 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: Eric Rabinoff

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

Minutes –

Motion was made to accept the Minutes of the April 18, 2023 Board meeting. (Chillemi/Szala) Unanimous

Treasurer's Report/Warrants –

Motion was made to approve the April 2023 Warrant, Payroll Warrant-Payroll Period Ending 4/14/2023 and Payroll Warrant-Payroll Period Ending 4/28/2023, as prepared by Treasurer, SuzAnne Getz. (Brunjes/Levine) Unanimous

Motion was made to approve checks numbered 6290 through and including 6346. (Brunjes/Szala) Unanimous

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. Guest, Eric Rabinoff stated that he recently retired and was curious about the board meeting.

Personnel Report –

Motion was made to accept with regrets the resignation of full time Adult Services Librarian I Margaret Kavanagh Howe, effective May 21, 2023. (Szala/Levine) Unanimous

Motion was made to appoint one full time Adult Services Librarian I to replace Margaret Kavanagh Howe. (Chillemi/Szala) Unanimous

Motion was made to expand the hours of part time Adult Services Librarian I Donna Jeansonne to full time hours, temporarily, effective May 22, 2023 – June 24, 2023, for adequate departmental coverage. (Levine/Schuh) Unanimous

Motion was made to confirm the appointment of full time Children's Services Librarian I Shannon Majorana, effective June 19, 2023. (Schuh/Szala) Unanimous

Motion was made to confirm the appointment of full time Children's Services Librarian I Amy Pabisz, effective June 19, 2023. (Szala/Levine) Unanimous

Unfinished Business –

Website Redesign –

Expect a soft rollout of the website redesign in July.

Signage in front of the library -

The Director will draft a letter to Mayor Adams requesting the need for signage in front of the library in order to provide safe crossing of street for pedestrians.

New Business –

Motion was made to adopt the calendar of Trustee Meeting Schedule for fiscal year 2023/2024. (Levine/Szala) Unanimous

Motion was made to adopt the calendar of Holiday Closings for fiscal year 2023/2024. (Levine/Szala) Unanimous

Motion was made to adopt the Sunday Schedule for fiscal year 2023/2024. (Schuh/Brunjes) Unanimous

Draft of letters to library consultants –

Letters will be sent to library consultants requesting proposals for their services for fiscal year 2023-2024.

Sexual Harassment Policy update –

The updated Sexual Harassment Policy will be revisited at next month's meeting.

Approval to close the library once quarterly for one hour for full staff meeting –

Motion was made to allow the Director to close the library once quarterly for one hour (12 Noon – 1 PM) (June, September, December, March) for full staff meetings. (Szala/Levine) Unanimous

Upcoming Meeting –

Tuesday, June 20, 2023 @ 6:30 p.m.

At 6:55 Eric Rabinoff left the meeting.

Motion was made to enter Executive Session at 6:55 p.m. to discuss personnel matters.
(Brunjes/Chillemi) Unanimous

At 7:05 p.m. the meeting returned to Open Session.

Adjournment –

Motion was made to adjourn the meeting at 7:05 p.m. (Szala/Schuh) Unanimous

Respectfully submitted,

Cathy Tingo

Board Secretary