

BOARD MEETING MINUTES
TUESDAY JANUARY 20, 2026
BABYLON PUBLIC LIBRARY

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

GUEST: John Castles of Nawrocki Smith LLP, Certified Public Accountants, Jennifer Glen Social Work Intern

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

John Castles presented a summary of the auditors' report for the 2024-2025 fiscal year. John advised the Board that the auditors received excellent cooperation from the Director and business office staff. Several audit adjustments were required to be made, and John recommended that all adjustments are recorded throughout the course of the year and schedules maintained and updated on a consistent basis. One prior recommendation related to the development of a formal capitalization policy for right to use leased assets and subscription-based information technology arrangements has not been implemented. John answered questions from the Board and at 6:50 p.m. left the meeting.

Minutes –

Motion was made to accept the Minutes of the December 16, 2025 Board meeting. (Schuh/Szala) Unanimous (Chillemi-Abstain)

Treasurer's Report/Warrants –

Motion was made to accept the December 2025 Report, as prepared by Business Manager, Ann Guarascio. (Brunjes/Chillemi) Unanimous

Motion was made to approve Payroll Warrants for payrolls ending December 13, 2025 and December 27, 2025, as prepared by Business Manager, Ann Guarascio. (Brunjes/Levine) Unanimous

Motion was made to approve checks numbered 8765 through and including 8824. (Brunjes/Schuh) Unanimous

Director's Report -

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

Personnel Report –

Motion was made to approve the longevity payment of \$2550 to Shannon Majorana, for twenty-five years of service on January 2, 2026. (Schuh/Levine) Unanimous

Unfinished Business –

Finance Committee meeting update –

President Brunjes reported that the Finance Committee met to finalize the draft budget.

New Business –

Motion was made to accept the annual audit for fiscal year 2024-2025 as prepared by Nawrocki Smith LLP Certified Public Accountants. (Szala/Chillemi) Unanimous

Adoption of Annual Budget –

Motion was made to adopt the budget for fiscal year 2026-2027 which has a 1.9% increase in tax levy with \$110,000.00 taken from the library's fund balance. (Szala/Chillemi) Unanimous

Annual Trustee Election and Budget Vote –

Motion was made to approve the Notice of Public Hearing, Budget Vote and Election of Babylon Public Library as annexed hereto. (Schuh/Levine) Unanimous

Motion was made to conduct the April 14, 2026 Annual Budget and Trustee Vote by paper ballots. (Szala/Levine) Unanimous

Motion was made to appoint Eileen Scudlo as voting chairperson and poll worker at the Vote and Election on April 14, 2026 at a rate of \$200. (Chillemi/Szala) Unanimous

Motion was made to appoint Karen Parrish, Neil O'Connell and Lowell Simpson as poll workers at the Vote and Election on April 14, 2026, at a rate of \$150 each. (Schuh/Levine) Unanimous

Motion was made to appoint Ann Burke, Peter Burke, Donna Jeansonne, Maria McCarthy and Therese O'Brien to the Board of Registration. (Schuh/Szala) Unanimous

Upcoming Meeting –

February 10, 2026 @ 6:30 p.m.

Period of Public Expression –

Jennifer Glenn thanked Tom and the Board for the opportunity to intern at the library.

Adjournment –

Motion was made to adjourn the meeting at 7:15 p.m. (Szala/Brunjes) Unanimous

Respectfully submitted,

Cathy Tingo

Board Secretary