

**Commack Public Library Board of Trustees**  
**Unapproved Minutes**  
**October 20, 2025**

Present: Ms. Albano, Mr. Elvezio, Mrs. Handler, Mr. Holtzer, Ms. Kugler-Bode, Mrs. Zafonte, Mr. Gonzalez attended remotely via phone at 7:47 p.m.

Guests: Ted Schlomann – CPA Baldessari & Coster LLP, Arlene Fleischmann - Commack Public Library Patron

Mr. Elvezio called the meeting to order at 7:30 p.m.

The Pledge of Allegiance was recited.

Ms. Kugler-Bode moved that the minutes of the regular meeting held on September 15, 2025 be approved as presented. Mr. Holtzer seconded. Carried unanimously.

Mr. Schlomann, CPA Baldessari & Coster LLP presented the audit report for fiscal year ending June 30, 2025.

Public Participation:

Arlene Fleischmann acknowledged receipt of the letter from the Board of Trustees.

Mrs. Zafonte moved that the Board enter into executive session at 7:54 p.m. to discuss the employment history of a particular person(s). Mr. Holtzer seconded. Carried unanimously.

Mrs. Zafonte moved that the Board re-enter into regular session at 8:11 p.m. Ms. Kugler-Bode seconded. Carried unanimously.

Mrs. Zafonte moved that the Financial Report be accepted as presented. Mr. Holtzer seconded. Carried unanimously.

Ms. Kugler-Bode moved that the Treasurer's Report be accepted as presented. Mr. Holtzer seconded. Carried unanimously.

Mr. Gonzalez moved that the schedule of bills in the sums of \$19,382.80 and \$76,205.37 be paid as presented. Mr. Holtzer seconded. Carried unanimously.

Mrs. Zafonte moved that the Administrator's Report be approved as presented. Ms. Kugler-Bode seconded. Carried unanimously.

Mr. Holtzer moved that the following additional bills be paid as presented:

Accounts Payable \$75,570.79  
Accounts Payable ACH \$634.58  
Capital Fund \$15,750.00  
Payroll #1 \$85,228.05  
Payroll #2 \$73,295.19  
Payroll #3 \$74,353.82  
Employee Benefits \$70,387.36  
Directors Discretionary \$17.92  
Supplemental \$19,382.80

Mrs. Zafonte seconded. Carried unanimously.

Ms. Kugler-Bode moved that the Board of Trustees of the Commack Public Library accepts the independent auditor's comprehensive report for fiscal year ending June 30, 2025 as presented. Mrs. Zafonte seconded. Carried unanimously.

Mr. Holtzer moved that the Board of Trustees accept the following resolution:

Resolved, that the board hereby rescinds its prior resolution dated November 21, 2022 concerning density flow credits due to the passage of time and Mr. Habib's inability to provide a date certain for the payment and transfer of these credits;

And it is further Resolved, that the director is authorized to seek out interest from other potential purchasers, and report back to the board.

Ms. Kugler-Bode seconded. Carried unanimously.

Ms. Kugler-Bode moved that the Board of Trustees accept the following resolution:

BE IT RESOLVED, that the Director is authorized to sell 168 gallons of sanitary flow credits to Old Field Development LLC. at the cost of \$ 30,000 and it is further

authorized that the Library Director is hereby authorized to sign any and all documents necessary to affect this sale.

Mrs. Zafonte seconded. Carried unanimously.

Mrs. Zafonte moved that Timothy Alford be appointed to the position of part-time Librarian I in the Adult Services Department at an hourly rate of \$30.49, effective October 20, 2025. Mr. Holtzer seconded. Carried unanimously.

Ms. Kugler-Bode moved that the Board of Trustees of the Commack Public Library accepts the resignation of Anissa Mulé, Librarian III as of December 10, 2025 and thanks her for her 10 years of service to the Commack Public Library. Mr. Holtzer seconded. Carried unanimously.

Mr. Holtzer moved that Ocaria DiMango be authorized to attend the Public Library Association Conference being held in Minneapolis, Minnesota from April 1, 2026 – April 3, 2026 based on the guidelines established in the Commack Public Library Bylaws. Reimbursement for registration, travel, lodging and meals and other projected expenses to be submitted at the November Board meeting for authorization. Mrs. Zafonte seconded. Carried unanimously.

Mrs. Zafonte moved that the following unrepairable or obsolete equipment be disposed of properly:

CPU  
Lenovo  
M/N: Think Centre M800  
S/N: PC0FTE82  
Circa 2017

CPU  
Apple  
M/N: iMac 20,1  
S/N: H12DTJK6PN78  
Circa 2020

CPU  
Lenovo  
M/N: ThinkCentre M710q  
S/N: MJ070Z5X

Circa 2018

Ms. Kugler-Bode seconded. Carried unanimously.

The date and time of the next regular meeting is Monday, November 17, 2025 at 7:30 p.m.

Ms. Kugler-Bode moved to adjourn the meeting at 8:59 p.m. Mr. Holtzer seconded. Carried unanimously.

Respectfully submitted,

Jennifer Handler

DRAFT