

Commack Public Library Board of Trustees
Approved Minutes
November 18, 2024

Present: Ms. Albano, Mr. Elvezio (tardy with prior excuse), Mr. Hartman,
Ms. Kugler-Bode, Ms. Rosenthal and Mrs. Zafonte

Absent: Mr. Gonzalez, with prior excuse

Guests: Adam Holtzer, Commack Public Library Patron
James Klopp, Public Library Administration Course Student
Samantha Uebel, Public Library Administration Course Student

Ms. Kugler-Bode (Vice President) called the meeting to order at 7:35 p.m.

The Pledge of Allegiance was recited.

Mr. Hartman moved that the minutes of the regular meeting held on October 21, 2024 be approved as presented. Mrs. Zafonte seconded. Carried unanimously.

Mr. Hartman moved that executive session be moved to later in the agenda. Mrs. Zafonte seconded. Carried unanimously.

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

Mr. Elvezio entered at 7:45 p.m. and assumed the chair of President.

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

Mr. Hartman moved that the schedule of bills in the sums of \$2,461.12 and \$309,984.14 be paid as presented. Ms. Kugler-Bode seconded. Carried unanimously.

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

Payroll #1 \$89,183.42

Payroll #2 #82,036.40

Employee Benefits \$77,121.81

Ms. Kugler-Bode seconded. Carried unanimously.

Ms. Kugler-Bode moved that the Director's Report be approved as presented. Mr. Hartman seconded. Carried unanimously.

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

Mr. Hartman moved the following resolutions:

RESOLUTION NO. 1

RESOLVED that pursuant to Education Law, Section 260, Subdivision 7, a Special District Meeting of the Commack Union Free School District be held for the residents and qualified voters of the Town of Huntington only, on Tuesday, April 8, 2025 from 9:00 A.M. to 9:00 P.M., for the purpose of voting on the 2025-2026 Commack Public Library Budget and the election of one (1) Library Trustee, (for the position presently held by Steven Hartman).

RESOLUTION NO. 2

RESOLVED, that pursuant to Education Law, Section 260, Subdivision 11, the Commack Public Library, 18 Hauppauge Road, Commack, New York, is hereby designated as the polling place.

RESOLUTION NO. 3

RESOLVED, that a Legal Notice, as required by Education Law Sections 1716 and 2004(1) and specifying March 10, 2025 as the last filing date for filing nominating petitions, shall be published in the Commack News and the Long Islander on February 20, March 13, March 27, and April 3, 2025.

RESOLUTION NO. 4

RESOLVED, that pursuant to Education Law Section 2014(2) the Board of Registration will meet at the Commack Public Library, 18 Hauppauge Road, Commack, for the purpose of registering qualified voters on March 25, 2025 from 2:00 P.M. to 9:00 P.M.

RESOLUTION NO. 5

RESOLVED, that a budget information meeting for the purpose of discussing the expenditure of library funds and the budgeting thereof shall be held at the Commack Public Library, 18 Hauppauge Road, Commack, New York, on March 25, 2025, at 7:30 P.M.

RESOLUTION NO. 6

RESOLVED, that the District Clerk of the Commack Union Free School District will be requested to appoint the Inspectors of Election.

Mrs. Zafonte seconded. Carried unanimously.

Mrs. Zafonte moved that the Commack Public Library Board of Trustees vote in the affirmative for the 2025 Proposed Budget of the Suffolk Cooperative Library System. Ms. Kugler-Bode seconded. Carried unanimously.

Mr. Hartman moved that the Director be authorized to hire P & M Property Management to provide snow removal for the Commack Public Library. Ms. Kugler-Bode seconded. Carried unanimously.

Mr. Hartman moved the following resolution:

BE IT RESOLVED, the Board of Trustees, authorizes Joanne Albano to be added as a signatory to the Director's Discretionary Fund with Chase Bank; and authorizes the Library Director or Board President to sign the necessary documents to allow for such authorization.

Ms. Kugler-Bode seconded. Carried unanimously.

Ms. Uebel asked a question about Library operations.

Mr. Holtzer expressed positive comments about the Commack Public Library and the staff, as well as an interest in contributing in some way towards the future success of the Library.

Mr. Hartman moved that the Board enter into executive session at 8:45 p.m. to discuss the employment history of a particular person(s). Ms. Kugler-Bode seconded. Carried unanimously.

Mr. Hartman moved that the Board re-enter into regular session at 9:07 p.m. Ms. Kugler-Bode seconded. Carried unanimously.

The date and time of the next regular meeting is Monday, December 16, 2024 at 7:30 p.m.

Mr. Hartman moved to adjourn the meeting at 9:08 p.m. Ms. Kugler-Bode seconded. Carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joanne Albano".

Joanne Albano