

**Commack Public Library Board of Trustees
Minutes
July 14, 2025**

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

Mr. Elvezio called the meeting to order at 7:55 p.m.

Mrs. Zafonte moved that the minutes of the regular meeting held on June 14, 2025 be approved as presented. Ms. Kugler-Bode seconded. Carried unanimously.

Ms. Kugler-Bode moved that the Board enter into executive session at 7:56 p.m. to discuss the employment history of a particular person(s). Mrs. Zafonte seconded. Carried unanimously.

Mr. Gonzalez moved that the Board re-enter into regular session at 8:05 p.m. Mrs. Zafonte seconded. Carried unanimously.

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

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

Ms. Kugler-Bode moved that the schedule of bills in the sums of \$9,134.56 and \$91,340.56 be paid as presented. Mrs. Zafonte seconded. Carried unanimously.

Mrs. Zafonte moved the following additional bills be paid as presented:

Accounts Payable \$91,340.56
Capital Fund \$3,962.58
Supplemental \$9,134.56
Directors Discretionary \$199.74
Employee Benefits \$73,752.79
Payroll #1 \$133,188.84
Payroll #2 \$131,126.65

Ms. Kugler-Bode seconded. Carried unanimously.

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

BE IT RESOLVED the Board authorizes the side letter agreement with UPSEU regarding Employee Number 000363, and authorizes the Board President to sign same

Mrs. Zafonte seconded. Carried unanimously.

Ms. Kulger-Bode moved that Travis Volpe be appointed to the position of part-time guard at an hourly rate of \$25.00 per hour, effective July 15, 2025. Mrs. Zafonte seconded. Carried unanimously.

Mrs. Zafonte moved that the Commack Public Library Board of Trustees adopt the Remote Meetings Policy, effective July 14, 2025. Ms. Kulger-Bode seconded. Carried unanimously. (Second reading waived after the unanimous vote of all trustees).

Mr. Holtzer moved that the Commack Public Library Board of Trustees adopt the Unattended Child Policy, effective July 14, 2025. Mrs. Zafonte seconded. Carried unanimously. (Second reading waived after the unanimous vote of all trustees).

Ms. Kulger-Bode moved that the Commack Public Library Board of Trustees adopt the Trustee Training Policy, effective July 14, 2025. Mrs. Zafonte seconded. Carried unanimously. (Second reading waived after the unanimous vote of all trustees).

Mr. Gonzalez moved that the Commack Public Library Board of Trustees adopt the Decoration and Display Policy, effective July 14, 2025. Mrs. Zafonte seconded. Carried unanimously. (Second reading waived after the unanimous vote of all trustees).

The date and time of the next regular meeting is Monday, August 18, 2025 at 7:30 p.m.

Ms. Kulger-Bode moved to adjourn the meeting at 8:54 p.m. Mr. Gonzalez seconded. Carried unanimously.

Respectfully submitted,

Jennifer Handler

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