

Commack Public Library Board of Trustees
Reorganization Meeting Minutes
July 15, 2026

Present: Ms. Albano, Mr. Gonzalez, Mrs. Handler, Mr. Hartman, Ms. Kugler-Bode, Mrs. Zafonte

Guest: Mara Harvey, Esq

Ms. Kugler-Bode called the meeting to order at 7:15 p.m.

The Pledge of Allegiance was recited.

Ms. Kugler-Bode took the Oath of Office.

Mr. Hartman nominated Rona I. Kugler-Bode for the seat of President of the Board of Trustees.

Mr. Gonzalez moved that Rona I. Kugler-Bode be appointed as President of the Board of Trustees. Mrs. Zafonte seconded. Carried unanimously.

Ms. Kugler-Bode assumed the role of President.

Ms. Kugler-Bode nominated Steven Hartman for the seat of Vice President of the Board of Trustees.

Mr. Gonzalez moved that Steven Hartman be appointed as Vice President of the Board of Trustees. Mrs. Zafonte seconded. Carried unanimously.

Ms. Kugler-Bode nominated Christine Zafonte for the seat of Finance Officer of the Board of Trustees.

Mr. Hartman moved that Christine Zafonte be appointed as Finance Officer of the Board of Trustees. Mr. Gonzalez seconded. Carried unanimously.

Mr. Hartman moved that Jennifer Handler, Senior Office Assistant be appointed to the position of recording secretary for the fiscal year 2026-2027. Mr. Gonzalez seconded. Carried unanimously.

Mr. Gonzalez moved that the Director's Discretionary Fund be set at \$5,000.00 for the fiscal year 2026-2027. Mr. Hartman seconded. Carried unanimously.

Mr. Hartman moved that \$820.56 be transferred from the General Fund to the Director's Discretionary Fund to equal the amount of \$5,000.00 as established at the reorganization meeting. Mrs. Zafonte seconded. Carried unanimously.

Mr. Gonzalez moved that the Director's expenses for local conferences and related professional expenses be set at \$500.00 for the fiscal year 2026-2027. Mr. Hartman seconded. Carried unanimously.

Mrs. Zafonte moved that for fiscal year 2026-2027 that the *Long Islander* and the *Commack News* are designated as the newspapers in which legal notices pertaining to the Library's budget vote and trustee election will appear and for all other required legal notices. Mr. Hartman seconded. Carried unanimously.

Mr. Hartman moved that Baldassari and Coster LLP be reappointed as the auditor for the Commack Public Library for the fiscal year ending 2027 audit related services in accordance with generally accepted principles and GASB 45, at a cost not to exceed \$14,000.00. Additional audit time (if needed) related to the Capital Fund will be based on the firm's hourly rates. Mr. Gonzalez seconded. Carried unanimously.

Mr. Gonzalez moved that Mara Harvey, Esq. of Bond, Schoeneck and King be reappointed as general counsel for the fiscal year 2026-2027 at a monthly retainer of \$450.00. Mr. Hartman seconded. Carried unanimously.

Mrs. Zafonte moved that Bond, Schoeneck and King be reappointed as labor counsel per the contract dated January 1, 2026 through December 31, 2029. Mr. Hartman seconded. Carried unanimously.

Mr. Hartman moved that the following banks be designated as the official depositor banks for the funds of the Commack Public Library during fiscal year 2026-2027:

ConnectOne and TD Bank

Mrs. Zafonte seconded. Carried unanimously.

Mr. Gonzalez moved that the following Petty Cash Fund be established for the Commack Public Library for fiscal year 2026-2027:

Petty Cash Fund in the amount of \$500.00

Mr. Hartman seconded. Carried unanimously.

Mrs. Zafonte moved that Annmarie Donohue continue as outside treasurer at an annual amount of \$8,000.00 per year for a period of three years from October 1, 2025 through September 30, 2028 as per the motion dated September 16, 2025.

Mr. Hartman seconded. Carried unanimously.

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

BE IT RESOLVED, upon the recommendation of the Library Director, the Board of Trustees provides that for the 2026-2027 fiscal year all funds (less \$100) be transferred at the end of each month from ConnectOne Bank “Square Account” to ConnectOne Bank General Fund Account

Mr. Gonzalez seconded. Carried unanimously.

BE IT RESOLVED, upon the recommendation of the Library Director, the Board of Trustees provides that for the 2026-2027 fiscal year all funds in excess of \$500,000.00 be transferred at the end of each month from ConnectOne Bank General Fund Account to ConnectOne Bank Money Market Account for the purpose of gaining interest.

Mrs. Zafonte seconded. Carried unanimously.

The date and time of the next regular meeting is Wednesday, July 15, 2026 immediately following this reorganization meeting.

Mr. Hartman moved to adjourn the meeting at 7:28 p.m. Mrs. Zafonte seconded. Carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jennifer Handler".

Jennifer Handler