

BOARD MEETING MINUTES – WEDNESDAY, JULY 16, 2025  
SOUTH HUNTINGTON PUBLIC LIBRARY  
145 PIDGEON HILL ROAD  
HUNTINGTON STATION, NY 11746

The organizational and regular meeting of the Board of Trustees of the South Huntington Public Library was held on Wednesday, July 16, 2025 at 7 p.m. in the Conference Room.

PRESENT: Mrs. Pat Dillon, President  
Mrs. Stella Fox, Vice President  
Mr. Stuart Horowitz, Financial Chairperson  
Mrs. Eleanora Ferrante, Board Secretary  
Mrs. Eileen Sullivan

STAFF: Mrs. Janet Scherer, Director  
Mr. Nick Tanzi, Assistant Director  
Mrs. Doreen Kilkenny, Interim Business Manager  
Mrs. Jamie Gholson, Recording Secretary

GUEST: Mr. David Vinjamuri, Thirdway Inc.

CALL TO ORDER: The meeting was called to order by the president at 7:00 p.m.

PLEDGE OF ALLEGIANCE: The president led everyone in the Pledge of Allegiance.

ELECTION OF OFFICERS: Motion by Mrs. Ferrante, seconded by Mrs. Dillon, and carried unanimously to accept the following slate of officers for fiscal year 2025-2026:

President – Stella Fox  
Vice President – Stuart Horowitz  
Financial Chairperson – Eleanora Ferrante  
Board Secretary – Eileen Sullivan

ADOPTION OF THE AGENDA: Motion by Mr. Horowitz, seconded by Mrs. Ferrante, and carried unanimously to accept the agenda as amended:

- Move the Oath of Office before Appointments, Authorizations & Designations

**MOTION**

7. That the Board of Trustees designates Tuesday, April 14, 2026 as the South Huntington Public Library 2026-2027 Budget Vote and Trustee Election to elect one board member to a five-year term between the hours of 10 a.m. and 9 p.m.

**MOTION**

8. That a petty cash fund in the amount of \$250 and the set up of cash bags of \$460 be authorized for the South Huntington Public Library for fiscal year 2025-2026.

**MOTION**

9. That the Investment Policy with bank accounts, as detailed below, be authorized for fiscal year 2024-2025:

Valley National Bank - General Fund Checking Account

Valley National Bank - Trust & Agency Account

Valley National Bank - Payroll Account

Valley National Bank - General Fund Money Market Account

Valley National Bank - Reserve Fund Checking Account

Flushing Bank - General Fund

Flushing Bank - Reserve Fund

**MOTION**

10. That the South Huntington Public Library Procurement Guidelines Policy, adopted September 21, 2015 be authorized for fiscal year 2025-2026.

**MOTION**

11. That the South Huntington Public Library Collateral Agreement for Flushing Bank dated July 11, 2017, and the Deposit Replacement Program for Valley National Bank dated February 1, 2020 be authorized for fiscal year 2025-2026.

**MOTION**

12. That the Board of Trustees authorizes, in accordance with NYS Education Law, Section 1724, the payment in advance of audit of claims for public utility services, postage, freight and express charges. All such claims shall be presented at the next regular meeting for audit. As used in this subdivision, the term public utility services shall mean electric, gas, water, sewer and telephone services.

**MOTION**

13. That the Board designates Ms. Danielle Reischman as the Art Curator from July 1, 2025 through June 30, 2026. Ms. Reischman is to be compensated at a fee of \$560 per exhibit. It is anticipated that five (5) art shows will be scheduled in 2025-2026.

FINANCIAL  
CHAIRPERSON'S  
REPORT:

Mr. Horowitz reported that he selected at random and reviewed original purchase orders, invoices, check requisitions, and copies of selected cancelled checks. He compared them to the original warrants, and found the vendors' names, check amounts, and endorsements to be in order.

FINANCIAL MATTERS  
2025-2026:

Motion by Mr. Horowitz, seconded by Mrs. Sullivan, and carried unanimously to authorize payment of Warrant #1 Fund L in the amount of \$92,732.83.

Motion by Mrs. Ferrante, seconded by Mrs. Dillon, and carried unanimously to approve the American Express statement for June 30<sup>th</sup>, in the amount of \$743.00

PERSONNEL REPORT: Motion by Mr. Horowitz, seconded by Mrs. Sullivan, and carried unanimously to approve the appointments as presented.

ASSISTANT DIRECTOR'S  
REPORT:

Mr. Tanzi reported on the following :

- Summer Reading Indicators  
On June 21st, the library kicked off the 2025 Summer Reading Club. While the program runs until August 16th, I wanted to share some early impressions from our Adult, Children's, and Young Adult Departments.

Adult Department:

As of July 2, 2025, 168 patrons have registered for our Adult Summer Reading Challenge, which is an increase from 140 at this time last year. Participants have logged 146 books read, submitted 45 book reviews, and completed 120 activities. Our summer reading display appears to be a key driver of this engagement. Featuring clear registration instructions and showcasing this year's prizes, the display has made it easier for patrons become aware of the program, and to join it. We partnered with local businesses to supplement the prize offerings. Patron feedback has been very positive, with patrons appreciating the challenge, the activities, and the revamped prizes. The Beanstack software we use to run our club has been performing well.