

BOARD MEETING MINUTES – WEDNESDAY, OCTOBER 15, 2025  
SOUTH HUNTINGTON PUBLIC LIBRARY  
145 PIDGEON HILL ROAD  
HUNTINGTON STATION, NY 11746

The regular meeting of the Board of Trustees of the South Huntington Public Library was held on Wednesday, October 15, 2025, at 7 p.m. in the Meeting Room.

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

STAFF: Mrs. Janet Scherer, Director  
Mrs. Jamie Gholson, Recording Secretary

EXCUSED: Mr. Nick Tanzi, Assistant Director  
Mrs. Doreen Kilkenny, Business Manager

GUESTS: Mr. Kevin Verbesey, SCLS Director  
Mr. Michael Holzweiss, Patron  
Mrs. Kristina Holzweiss, Patron  
Mr. Riley Holzweiss, Patron  
Dr. Dave Bennardo, Town Councilman  
Ms. Laura Carey, Town Councilman Bennardo's Chief of Staff  
Mrs. Beverly Horowitz, Patron

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.

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

- Add Trustee Appreciation Presentation to New Business and move up on agenda, ahead of Disposition of Minutes.
- Move up Boy Scout Eagle Project on agenda, ahead of Disposition of Minutes.

NEW BUSINESS-  
TRUSTEE  
APPRECIATION  
PRESENTATION:

In acknowledgement of Stuart Horowitz's 25 years of service as trustee on the South Huntington Board of Trustees, the director presented him with a proclamation on behalf of the board and staff. Dr. Dave Bennardo presented Mr. Horowitz with a proclamation on behalf of the Huntington Town Council and Kevin Verbesey offered words of gratitude on behalf of the Suffolk Cooperative Library System.

NEW BUSINESS -  
BOY SCOUT  
EAGLE PROJECT:

Motion by Mrs. Ferrante, seconded by Mrs. Dillon, and carried unanimously to approve plans presented by Mr. Riley Holzweiss to erect a bench on the library property for his Eagle Scout project.

DISPOSITION OF  
MINUTES -  
SEPTEMBER 11, 2025:

Motion by Mrs. Sullivan, seconded by Mr. Horowitz, and carried unanimously to accept the minutes of the special meeting of September 11, 2025.

DISPOSITION OF  
MINUTES -  
SEPTEMBER 17, 2025:

Motion by Mrs. Dillon, seconded by Mrs. Ferrante, and carried unanimously to accept the minutes of the regular meeting of September 17, 2025.

FINANCIAL MATTERS  
2025-2026:

Motion by Mr. Horowitz, seconded by Mrs. Sullivan, and carried unanimously to authorize payment of Warrant #8 Fund L in the amount of \$17,984.38, Warrant #10 Fund L in the amount of \$159,229.04; Warrant #9/11 PR Fund L in the amount of \$112,773.83; Warrant #9/25 PR Fund L in the amount of \$118,062.30.

Motion by Mrs. Ferrante, seconded by Mrs. Dillon, and carried unanimously to authorize payment of Warrant #6 Fund TA in the amount of \$44,223.70; Warrant #7 Fund TA in the amount of \$45,945.57.

Motion by Mrs. Ferrante, seconded by Mrs. Sullivan, and carried unanimously to authorize payment of Warrant #3 Fund H in the amount of \$1,721.50.

Motion by Mrs. Ferrante, seconded by Mrs. Sullivan, and carried unanimously to approve the American Express statement for September, in the amount of \$1,904.06.

Motion by Mrs. Dillon, seconded by Mrs. Ferrante, and carried unanimously to approve the Amazon/Capital Services Monthly Statement for August 20, 2025 – September 19, 2025 in the amount of \$4,485.87.

FINANCIAL  
CHAIRPERSON'S  
REPORT  
2025-2026:

Mrs. Ferrante reported that she selected at random and reviewed original purchase orders, invoices, and check requisitions, for the months of September and October. She compared them to the original warrants, and found the vendors' names, check amounts, and authorizations to be in order.

DIRECTOR'S REPORT:

Mrs. Scherer reported on the following:

- The Huntington zone libraries hosted three legislative breakfasts attended by Senator Mattera and Assemblymen Brown and Stern. These gatherings provide a valuable opportunity to engage with our state representatives in an informal setting, fostering open discussion about current funding priorities and policy matters affecting libraries.
- Mrs. Scherer provided a chart showing passports completed by our Reference Staff from August 2024-September 2025 and a chart showing total passports completed since the inception of the passport program by year.

ASSISTANT DIRECTOR'S  
REPORT:

The board thanked Mr. Tanzi for his report.

STAFF REPORTS:

The Board thanked Ray Capone, Jen Conlon, Georgina Rivas-Martinez, Beth Pereira, Scott Kalogris, Michael Bartolomeo, Erin Lavery and Anne Johnson for their reports.

OLD BUSINESS:

FINANCIAL

CONTROLS:

The board discussed financial controls.

NEW BUSINESS-

OBSOLETE

EQUIPMENT:

Motion by Mrs. Dillon, seconded by Mr. Horowitz, and carried unanimously that the board of trustees authorizes staff to discard obsolete equipment in accordance with library policy and best practice.

NEW BUSINESS –

STAFF DEVELOPMENT

DAY:

Motion by Mr. Horowitz, seconded by Mrs. Dillon, and carried unanimously that the board of trustees approves closing the library on April 29, 2026 for a Staff Development Day.

EXECUTIVE SESSION:

Motion by Mr. Horowitz, seconded by Mrs. Dillon to go into executive session at 8:16 p.m. to discuss legal matters.

Motion by Mrs. Ferrante, seconded by Mr. Horowitz to come out of executive session at 8:20 p.m.

ADJOURNMENT:

Motion by Mrs. Ferrante to adjourn the regular meeting at 8:21 p.m.

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Respectfully submitted by,



Eileen Sullivan, Board Secretary