

BOARD MEETING MINUTES – WEDNESDAY, APRIL 16, 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, April 16, 2025 at 7 p.m. in the conference room.

PRESENT:

Mrs. Pat Dillon, President
Mrs. Stella Fox, Vice President
Mrs. Eleanora Ferrante, Board Secretary
Mrs. Eileen Sullivan

STAFF:

Mrs. Janet Scherer, Director
Mr. Nick Tanzi, Assistant Director
Mrs. Jamie Gholson, Recording Secretary

EXCUSED:

Mr. Stuart Horowitz, Financial Chairperson
Mrs. Doreen Kilkenny, Business Manager

CALL TO ORDER:

The meeting was called to order by the vice president at 7:02 p.m.

PLEDGE OF
ALLEGIANCE:

The president led everyone in the Pledge of Allegiance.

ADOPTION OF THE
AGENDA:

Motion by Mrs. Ferrante, seconded by Mrs. Sullivan, and carried unanimously to accept the agenda as written.

DISPOSITION
OF MINUTES
MARCH 19, 2025:

Motion by Mrs. Sullivan, seconded by Mrs. Fox, and carried unanimously to accept the minutes of the regular meeting of March 19, 2025.

DISPOSITION
OF MINUTES
MARCH 26, 2025:

Motion by Mrs. Ferrante, seconded by Mrs. Dillon, and carried unanimously to accept the minutes of the annual meeting and budget presentation of March 26, 2025.

**FINANCIAL MATTERS
2024-2025:**

Mr. De Dora sent a letter stating that he compared all the warrants to the invoices and payroll register to verify amounts to be paid and counts of checks issued. The voided checks log has been viewed and recorded. He also reviewed the check signer log. He viewed and compared all petty cash disbursements with the receipts for expenditures, and reported that all was in order.

Motion by Mrs. Fox, seconded by Mrs. Sullivan, and carried unanimously to authorize payment of Warrant #28 Fund L in the amount of \$11,041.83; Warrant #30 Fund L in the amount of \$144,111.63; Warrant #03/13 PR Fund L in the amount of \$112,201.16; Warrant #03/27 PR Fund L in the amount of \$116,451.93.

Motion by Mrs. Fox, seconded by Mrs. Sullivan, and carried unanimously to authorize payment of Warrant #18 Fund TA in the amount of \$43,064.93; Warrant #19 Fund TA in the amount of \$44,807.03.

Motion by Mrs. Sullivan, seconded by Mrs. Ferrante, and carried unanimously to authorize payment of Warrant #5 Fund H in the amount of \$1,602.00.

Motion by Mrs. Ferrante, seconded by Mrs. Fox, and carried unanimously to amend the American Express statement for March in the amount of \$6,203.99, as per the recommendation to change ALA "Membership" to "Conference".

Motion by Mrs. Fox, seconded by Mrs. Ferrante, and carried unanimously to approve the Amazon/Capital Services Monthly Statement for February 20, 2025 – March 19, 2025 in the amount of \$4,539.88.

**FINANCIAL
CHAIRPERSON'S
REPORT 2024-2025:**

The board accepted the Financial Chairperson's report.

PERSONNEL ACTIONS:

Motion by Mrs. Ferrante, seconded by Mrs. Fox, and carried unanimously to approve the personnel report.

COMMUNICATIONS:

The board acknowledged the SCLS minutes.

DIRECTOR'S REPORT:

Mrs. Scherer reported on the following:

- Our annual Budget Vote and Trustee Election took place on Tuesday, April 8th from 10-9:00 p.m. I am pleased to report a positive outcome for our library! There were 280 yes votes and 28 no votes for a total of 308. That represents a 90.9% community approval rating which is the highest on record! Congratulations to Stella on her reelection with 290 votes!
- As previously discussed, the plastic barriers put up at our service desks during the pandemic will be coming down the week of April 21. The ones on the adult computer tables will remain as they offer a border between the computers.

ASSISTANT DIRECTOR'S
REPORT:

Mr. Tanzi reported on the following :

- I would like to start by thanking the Library Board of Trustees for sending me to this year's Computers in Libraries Conference, and for their continued investment in library professional development more broadly. Computers in Libraries is the largest technology-specific library conference in North America. The 2025 conference marked the 40th year of the event. As technology changes, each year's conference takes on an unofficial theme; in 2025 it was overwhelmingly defined by artificial intelligence. This year, I played two roles: that of a presenter and that of an attendee.
- As a presenter:
I started this year's conference by conducting a half-day pre-conference workshop called Getting Your Public Library AI-Ready. At this workshop, I discussed recent trends in AI, their impact on libraries, and an appropriate library response. This was an interactive event, and we all benefited from the shared perspectives of twenty-five public library professionals from across the United States and Canada. I facilitated detailed discussions on policy development, program planning, and staff training. There was significant interest in South Huntington's staff AI user group, as an adaptable training model. On Tuesday, March 25th, I presented the well-attended breakout session Navigating AI Disruption: Libraries as Lighthouses. In this talk, I discussed the role libraries have always played in introducing our communities to emerging technologies and mitigating the disruptive

impact of technological change. I used the emergence of another disruptive technology (the world wide web in 1993) as a point of comparison. Then, as now, libraries helped to provide critical access to the underlying technology, along with the skills needed to use it effectively. We also helped re-skill our communities, as the technology both displaced and eliminated some jobs, will creating the economy of the future. The feedback I received was very positive.

- As an attendee:

A fairly recent tradition of Computers in Libraries is to host an exhibit of technology/makerspace-oriented hardware, software, and assorted devices. This event is cohosted by Brian Pichman, the program coordinator of the CIL conference, and Amanda Sweet of the Nebraska Library Commission. During the two-hour exhibit, I got hands-on with tech toys incorporating augmented reality, coding, and artificial intelligence. One of the highlights of the conference was presented by a fellow Long Islander, Sal DiVincenzo, the Coordinator of Digital Services at the Middle Country Public Library in Centereach. Sal described an accidental journey that helped connect their makerspace to community groups—in particular their local chamber of commerce, Spanish speaking patrons (via their Mujeres Latinas program group), and teens advisory board. Some takeaways:

- Makerspaces are a game of momentum. Small actions that build awareness (such as creating library-branded name tags for chamber of commerce members using their laser engraver) can yield increased usage.
- Targeting partner organizations can help build capacity faster than marketing to individuals.
- Pop-up events are an adequate replacement for a formal makerspace.

At conferences, learning doesn't just take place within the confines of a formal program! Networking with other library professionals outside our more familiar circles can be a wealth of information. For example, discussions I had with colleagues from Florida have given us a lead on virtualizing more of the library's program contracts. With few exceptions, CIL 2025 provided a lot of good information on the present state of technology in libraries, along with a good dose of future casting!

BUILDING & GROUNDS

REPORT: The board thanked Ray Capone for his monthly report.

**YOUNG ADULT
SERVICES REPORT**

The board thanked Jen Conlon for her report.

**SPANISH SERVICES/
WOW REPORT:**

The board thanked Georgina Rivas-Martinez for her report.

**NETWORK & SYSTEMS
ADMINISTRATOR
REPORT:**

The board thanked Scott Kalogris for his report.

**OLD BUSINESS –
FINANCIAL
CONTROLS:**

The board discussed the library's financial controls.

**OLD BUSINESS –
FEDERAL FUNDING:**

The board discussed federal library funding and the possible elimination of the Institute of Museum and Library Services.

**NEW BUSINESS –
OBSOLETE
EQUIPMENT:**

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

**NEW BUSINESS –
PARKING LOT
MAINTENANCE:**

Motion by Mrs. Ferrante, seconded by Mrs. Sullivan and carried unanimously that the board of trustees authorizes an expenditure of \$12,350.00 to be paid to A&L Blacktop to furnish labor and materials to repair, seal coat, and stripe the library parking lot.

**NEW BUSINESS –
PERSONNEL
SALARIES 2025-2026:**

Motion by Mrs. Fox, seconded by Mrs. Ferrante and carried unanimously that the board of trustees approves the proposed 2025-2026 Salary Schedules and individual staff salaries as presented.

**NEW BUSINESS –
WINDOW CLEANING:**

Motion by Mrs. Ferrante, seconded by Mrs. Fox and carried unanimously that the board of trustees approves an expenditure

of \$3,360.00 to have Summit Facility Solutions Inc. clean the library's interior and exterior windows.


**NEW BUSINESS –
POWER WASHING OF
BUILDING EXTERIOR:**

Motion by Mrs. Sullivan, seconded by Mrs. Fox and carried unanimously that the board of trustees approves an expenditure of \$3,626.00 to be paid to Dr. Drizzle to power wash the library building.

ADJOURNMENT:

Motion by Mrs. Ferrante to adjourn the regular meeting at 8:10 p.m.

Respectfully submitted by,



Eleanora Ferrante, Board Secretary