

BOARD MEETING MINUTES - WEDNESDAY, MARCH 19, 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, March 19, 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, Business Manager
Mrs. Jamie Gholson, Recording Secretary

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 Mrs. Sullivan, seconded by Mrs. Ferrante, and carried unanimously to accept the agenda as amended:

- Add to Old Business – 2025-2026 Operating Budget

DISPOSITION OF MINUTES
FEBRUARY 19, 2025: Motion by Mrs. Ferrante, seconded by Mrs. Sullivan, and carried unanimously to accept the minutes of the regular meeting of February 19, 2025.

DISPOSITION OF MINUTES
JANUARY 15, 2025: Motion by Mrs. Ferrante, seconded by Mrs. Sullivan, and carried unanimously to accept the amended minutes of the regular meeting of January 15, 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. 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. Ferrante, and carried unanimously to authorize payment of Warrant #24 Fund L in the amount of \$14,942.15; Warrant #27 Fund L in the amount of \$206,804.63; Warrant #2/13 PR Fund L in the amount of \$114,593.50; Warrant #2/27 PR Fund L in the amount of \$114,371.97.

Motion by Mrs. Sullivan, seconded by Mrs. Ferrante, and carried unanimously to authorize payment of Warrant #16 Fund TA in the amount of \$44,234.19; Warrant #17 Fund TA in the amount of \$46,437.14.

Motion by Mr. Horowitz, seconded by Mrs. Ferrante, and carried unanimously to authorize payment of Warrant #4 Fund H in the amount of \$868.21.

Motion by Mrs. Ferrante seconded by Mrs. Sullivan, and carried unanimously to approve the American Express statement for February in the amount of \$2,595.78.

Motion by Mrs. Fox, seconded by Mrs. Sullivan, and carried unanimously to approve the Amazon/Capital Services Monthly Statement for January 20, 2025 – February 19, 2025 in the amount of \$3,628.72.

FINANCIAL CHAIRPERSON'S REPORT

2024-2025:

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.

One check remains uncleared.

COST OF VOTE-DAY

WORKERS:

Motion by Mrs. Ferrante, seconded by Mr. Horowitz, that the board of trustees approves the schedule of workers to be paid at the rate of \$13 per hour for the budget vote and trustee election on April 8, 2025.

PERSONNEL ACTIONS:

Motion by Mrs. Sullivan, seconded by Mr. Horowitz, and carried unanimously to approve the personnel report.

COMMUNICATIONS:

The board acknowledged the SCLS minutes.

DIRECTOR'S REPORT:

Mrs. Scherer reported on the following:

- Please save the date for a zone-wide Trustee Training that will take place on Tuesday, October 28, 2025 at the Half Hollow Hills Library. Time and contents of training as well as the speaker will be firmed up as we get closer to the date.
- Our community will be voting on our approved budget and trustee election on April 8th, from 10 a.m. -9:00 p.m. While the Friends decided not to do raffles for our adult voters, they did generously support a raffle in the children's department. We appreciate their generosity. The theme for this year is "Drawn to the Library," taken from National Library Week, which is celebrated April 6-12.
- Unfortunately our social worker, Gisella Mejia, will be moving on to another career opportunity. Her last day at our library will be Wednesday, March 19th. The Family Service League is posting the position and we hope to have a replacement shortly.
- The library will be closed on Wednesday, April 30th for our first Staff Development Day! I look forward to this opportunity to have the staff together for an entire day of learning and enrichment. We are working on plans for the day, but it will include a keynote speaker in the morning, lunch and then different breakout sessions in the afternoon.
- We extend our sincere appreciation to Regina Zorn and Jo-Ann Malchiodi for all their efforts in delivering

library materials to our homebound patrons. They are retiring after six years of service to the library.

- The Senate and Assembly just released their one house bills. The Senate is proposing \$5M more in operating aid than they did last year and the Assembly \$2.5M more. Both chambers have kept their construction aid numbers from last year's one houses (\$54M in the Senate, \$68 in the Assembly) and included increases for LMA, with the Senate proposing \$11.33/pupil and the Assembly \$11.50/pupil.

Please find topline numbers below:

Senate:

- Operating Aid:
 - \$109.6M
 - +\$5M from Executive
- Construction Aid:
 - \$54M
 - +\$20M from Executive
- NOVELny:
 - \$3.25M
 - +\$250,000 from Executive
- Library Materials Aid:
 - \$11.33/pupil
 - New in Senate One House
- Schomburg:
 - \$500,000
 - +\$125,000 from Executive
- Langston Hughes:
 - \$167,500
 - +\$55,000 from Executive
- Love Your Library:
 - \$100,000 Disbursement
 - Same as Executive
- Library Social Worker Grant Pilot Program:
 - \$1M
 - New in Senate One House
- Dolly Parton Imagination Library
 - \$7M

Assembly:

South Huntington Public Library Minutes of March 19, 2025

- Operating Aid:
 - \$107.1M
 - +\$2.5M from Executive
- Construction Aid:
 - \$68M
 - +\$34M from Executive
- NOVELny:
 - \$3 Million
- Library Materials Aid:
 - \$11.50/pupil
- Schomburg:
 - \$500,000
 - +\$125,000 from Executive
- Langston Hughes:
 - \$167,500
 - +\$55,000 from Executive
- Love Your Library:
 - \$100,000 Disbursement
 - Same as Executive
- Dolly Parton Imagination Library:
 - \$7M

ASSISTANT DIRECTOR'S REPORT:

Mr. Tanzi reported on the following:

- Since opening the Tech Center in 2019, we have continued to add new technologies and associated services to the space.

Upgrades:

We currently provide access to two types of 3D printers; fused deposition model (FDM), which rely on a heated nozzle to extrude melted filament, which then rehardens, and resin printers, which uses a liquid photopolymer, which hardens when cured with UV light. We recently replaced our aging Ultimaker DM 3D printers with two new Bambu Lab X1E models, and replaced our Form 2 resin printers with Form 4 models. These models combine to print more effectively with a broader array of material types. Additionally, our Bambu printers utilize much more cost-effective filament, reducing printing costs!

Recent additions:

We have added a number of high and low-tech pieces of equipment that can be utilized by staff and patrons. They include:

- A mug press.
- A heat press for fabric transfers.
- A sublimation dye printer, which can transfer an image onto hard surfaces.
- A button press.
- A sewing machine.

Our Computer Services Department, led by Scott Kalogris, has been hosting a Tech Center committee to standardize the workflow and procedures, so that we can effectively maintain the equipment, manage reservations, and maintain statistical data for this growing collection.

**BUILDING & GROUNDS
REPORT:**

The board thanked Ray Capone for his monthly report.

OLD BUSINESS –

FINANCIAL CONTROLS The board discussed the library's financial control procedures.

OLD BUSINESS –

**APPROVAL OF AMENDED
PROPOSED 2025-2026
OPERATING BUDGET FOR
PRESENTATION TO THE
PUBLIC:**

Motion by Mr. Horowitz, and seconded by Mrs. Fox, and carried unanimously that the board of trustees approve the amended South Huntington Public Library operating budget for 2025-2026 for presentation to the public.

**NEW BUSINESS –
2025 ALA
CONFERENCE:**

Motion by Mrs. Fox, and seconded by Mr. Horowitz, and carried unanimously that the Board of Trustees authorizes four staff members to attend the 2025 ALA Annual Conference in Philadelphia, PA, at a cost not to exceed \$8,800.00.

NEW BUSINESS –
STAFF HALLWAY
AND BREAK ROOM
FLOORING:

Motion by Mrs. Ferrante, and seconded by Mrs. Sullivan, and carried unanimously that the board of trustees authorizes Country Carpet to furnish materials and installation of LVT tile flooring at a total cost of \$8,900.00.

ADJOURNMENT:

Motion by Mrs. Ferrante to adjourn the regular meeting at 8:34 p.m.

Respectfully submitted by,



Eleanora Ferrante, Board Secretary

