

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
COMSEWOGUE PUBLIC LIBRARY, PORT JEFFERSON STATION, NEW YORK
MARCH 18, 2025

Trustee DeStefano called the meeting to order at 6:00 p.m.

PRESENT: Trustee Olson
Trustee DeStefano
Trustee McCrary
Assistant Director Andrea Malchiodi
Director Engelhardt

ABSENT WITH NOTIFICATION:
Trustee Spence
Trustee Rossini

Trustee DeStefano conducted the Pledge of Allegiance.

MOTION by Trustee McCrary, seconded by Trustee Olson, to approve the minutes of the regular meeting held on February 18, 2025. Discussion followed. Approved unanimously.

MOTION by Trustee Olson, seconded by Trustee McCrary, to approve the minutes of the special meeting held on March 4, 2025. Discussion followed. Approved unanimously.

There was no correspondence for the Board.

MOTION by Trustee McCrary, seconded by Trustee Olson, to accept the Director's Report dated March 2025. Discussion followed. Approved unanimously.

MOTION by Trustee Olson, seconded by Trustee McCrary, to accept the Personnel Report dated March 18, 2025. Discussion followed. Approved unanimously.

There were no questions or statements from the public.

MOTION by Trustee Olson, seconded by Trustee DeStefano, to accept the revised Financial Reports for the period ending January 31, 2025, as prepared by the Library District Treasurer. Discussion followed. Approved unanimously.

MOTION by Trustee Olson, seconded by Trustee McCrary, to approve warrant 03/25/1, dated March 18, 2025, in the amount of \$128,170.49. Discussion followed. Approved unanimously.

MOTION by Trustee Olson, seconded by Trustee DeStefano, to accept the payroll and payroll warrants for February 27, 2025 (\$130,388.42) and March 13, 2025 (\$140,523.66). Discussion followed. Approved unanimously.

There are no reports from standing committees.

MOTION by Trustee McCrary, seconded by Trustee Olson, to award the contract for the Window Replacement Project (Phase 1) – South Elevation to Arrow Steel Window Corp. (sole bidder) for the Total

Bid amount of \$195,340, as per recommendation of John Tanzi, Architect. Discussion followed. Approved unanimously.

MOTION by Trustee McCrary, seconded by Trustee Olson, to appoint the following as election workers for the 2025/2026 Budget Vote and Trustee Election on April 8, 2025:

Donna Gleaves (Head Teller) at \$17.06 hr.

Carol Fazio (Teller) at \$16.50 hr.

Donald Gleaves (Teller) at \$16.50 hr.

Lisa Poulos (Teller) at \$16.50 hr.

Discussion followed. Approved unanimously.

MOTION by Trustee Olson, seconded by Trustee McCrary, to reaffirm the Comsewogue Public Library's Computer and Internet Acceptable Use Policy. Discussion followed. Approved unanimously.

New Business: Reaffirmation of Comsewogue Public Library's Network User Accounts Policy. Discussion followed. Additional research requested. Tabled until April board meeting.

MOTION by Trustee McCrary, seconded by Trustee DeStefano, to reaffirm the Comsewogue Public Library's Wireless Acceptable Use Policy. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee McCrary, to accept the resignations of Richard Robertson (effective March 1, 2025) and Randall Lombardi (effective March 4, 2025) with thanks for service rendered. Discussion followed. Approved unanimously.

The Library Board reviewed the dates of upcoming regular board meetings and schedule of Audit of Claims by Trustee.

There were no questions or statements from the public.

MOTION by Trustee Olson, seconded by Trustee McCrary, to adjourn the meeting at 6:54 P.M. Approved unanimously.


Secretary, Board of Trustees