

**Unapproved Draft**  
MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE  
COMSEWOGUE PUBLIC LIBRARY, PORT JEFFERSON STATION, NEW YORK  
MAY 19, 2026

President Rossini called the meeting to order at 6:01 p.m.

PRESENT: Trustee Olson  
Trustee Spence  
Trustee Rossini  
Trustee DeStefano  
Assistant Director Andrea Malchiodi  
Director Engelhardt

ABSENT WITH NOTIFICATION:  
Trustee McCrary

Trustee Rossini conducted the Pledge of Allegiance.

MOTION by Trustee Spence, seconded by Trustee DeStefano, to approve the minutes of the regular meeting held on April 21, 2026. Discussion followed. Approved unanimously.

There was no correspondence for the Board.

MOTION by Trustee Spence, seconded by Trustee DeStefano, to accept the Director's Report dated May 2026. Discussion followed. Approved unanimously.

MOTION by Trustee Olson, seconded by Trustee DeStefano, to accept the Personnel Report dated May 19, 2026. Discussion followed. Approved unanimously.

There were no questions or statements from the public.

MOTION by Trustee Spence, seconded by Trustee Olson, to accept the Financial Reports for the period ending March 31, 2026, as prepared by the Library District Treasurer. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee DeStefano, to approve warrant 05/26/1, dated May 19, 2026, in the amount of \$186,167.71. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Olson, to accept the payroll and payroll warrants for April 23, 2026 (\$122,115.74) and May 7, 2026 (\$131,300.74). Discussion followed. Approved unanimously.

There are no reports from standing committees.

MOTION by Trustee Olson, seconded by Trustee DeStefano, to accept the budget transfers in the amount of \$77,808 for the fiscal year 2025-2026 as detailed on the attachment. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Rossini, to enter into an agreement for the Belmont Stove to be sent on long-term loan to be exhibited at the East Middle Island Schoolhouse, with the exhibit crediting the Library with the loan. Discussion followed. Approved unanimously.

The Board discussed the Draft AI Policy.

MOTION by Trustee DeStefano, seconded by Trustee Olson, to reaffirm the Drug Free Workplace Policy. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Rossini, to reaffirm the Confidentiality of Library Records Policy. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Olson, to reaffirm the Equal Opportunity Policy. Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee DeStefano, to reaffirm the Holiday Policy. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Olson, to reaffirm the Information Display/Distribution Policy. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee DeStefano, to reaffirm the Risk Management Policy. Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee DeStefano, to reaffirm the Standard Work Day/Work Week. Discussion followed. Approved unanimously.

MOTION by Trustee Olson, seconded by Trustee Rossini, to reaffirm the Whistleblower Policy. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Rossini, to reaffirm the Workers Compensation Policy. Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee Olson, to discontinue the collection agency program. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Olson, to accept the resignations of Arianna Galante (effective April 24, 2026) and Bryanna Kiely (May 9, 2026) 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 Spence, seconded by Trustee Olson, to adjourn the meeting at 7:03 P.M. Approved unanimously.

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Secretary, Board of Trustees