

November 7, 2025

A meeting of the Board of Trustees was held on October 21, 2025 at 5:30 p.m.

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| Attendance: | Trustees Present: | Mr. Trabold, Ms. Ryder, Ms. Schiller, Ms. Alicea |
| | Trustees Absent: | Ms. Kennedy |
| | Director: | Danielle Paisley |
| | Assistant Director: | Jennifer Bollerman |
| | Library District Clerk: | Debbie Bacon |
| | Department Head: | Brian Schwartz |

The meeting was called to order at 5:30 p.m.

On a motion of Ms. Ryder, seconded by Ms. Schiller, the following items included in the Consent Agenda were approved. (Unanimous)

- a. Minutes of the September 16, 2025 Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated September 30, 2025 (September Addendum) totaling \$247,100.36 from the General Fund, \$0.00 from the Capital Fund and \$34.10 from the Central Library Fund. The bills as listed in the Check Report dated October 15, 2025 (October Warrant) totaling \$529,065.81 from the General Fund, \$4,817.50 from the Capital Fund and \$4,105.64 from the Central Library Fund.

- f. Report of the Library Director (includes circulation reports, patron usage reports)
- g. Personnel Report

The Board discussed communications, including the SCLS draft budget and letters of commendation received on behalf of library employees.

On a motion of Ms. Schiller, seconded by Ms. Ryder, the Board approved the following resolution. (Unanimous)

RESOLVED, that as per New York State Education Law, Section 2034, 6b, the Library District Clerk is hereby authorized to unseal the ballot box and destroy all paper ballots contained therein, together with the unused ballots from the Annual Budget Vote and Trustee Election held on April 8, 2025.

The Board discussed the NYS retirement system predicted invoice for 2026, as well as the upcoming 125th anniversary of the Library. In addition, Danielle Paisley informed the Board that the Village of Patchogue invited the Library to participate as a partner in the NY Forward Grant. Lastly, the Board discussed the Library Mural Access Agreement for the mural that has begun on the east side of the Library.

Jennifer Bollerman discussed a new safety manual that is scheduled for a January 2026 rollout to staff. Ms. Bollerman updated the Board on the sustainability goals for the upcoming year, including moving forward with ALA's initiative recommendations and updating the disaster preparedness plan. After a recent equity walk, Ms. Bollerman and the Equity Committee are determined to improve signage for all patrons and that the website will undergo changes to accommodate disabilities. Lastly, Ms. Bollerman discussed the upcoming closing of Baker &

Taylor and that a recent meeting with staff determined that a new plan for in-house processing of library materials will be implemented.

Brian Schwartz, Head of Public Services, discussed with the Board the Library of Things, including the top 10 circulating items for the year and other items that will be moved for more visibility. He commended the work of his employee, Cecilia, for going above and beyond with the collection. Mr. Schwartz also informed the Board about items that do not get returned and the Board discussed possible solutions.

The meeting was adjourned at 7:12 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Debbie Bacon". The ink is dark and the signature is fluid.

Debbie Bacon