

**MINUTES OF THE MEETING OF THE
HAUPPAUGE PUBLIC LIBRARY BOARD OF TRUSTEES**

March 2, 2026

Hauppauge Public Library

Present

Mr. Steve Bard
Ms. Barbara Leventhal
Mr. Ralph Plotke
Mr. John White
Mr. Matthew Bollerman, Chief Executive Officer

Guests

Bob Retnauer and Rob Retnauer from
RDA Landscape Architecture

Excused

Ms. Nayana Mehta

Mr. White called the Meeting to Order at 7:01 p.m.

Bob and Rob Retnauer from RDA Landscape Architecture reviewed a revised concept for the our one-acre parcel at Hidden Pond Park. The “Hauppauge Public Library Wellness Park & Literary Grove” concept was reviewed by the Board of Trustees and Chief Executive Officer. The Board has been asked to review the concept and offer feedback. A review of existing engineering reports and design work at Hidden Pond Park will be reviewed by RDA and a meeting with the Town of Islip Parks Department will be forthcoming.

Motion to accept the Minutes of the January 21, 2026 Board Meeting (Bard, Leventhal) passed 4-0.

Treasurer’s Report

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the February 23, 2026 operating warrant \$361,996.99 (Plotke, Leventhal) passed 4-0.

Correspondence

The CEO shared an email from the Eagles Food Pantry at the Hauppauge High School and from Long Island Cares thanking the Library and the community who makes donations through us for a number of recent donations. We also received a donation of \$1,000 from Teachers Federal Credit Union to support Black History Month programming.

Chief Executive Officer’s Report

The Chief Executive Officer reported on the ongoing preparations for the April 14 annual library vote. Trustee candidate petitions are available, as are absentee ballot applications. The budget hearing and meet the candidate forum is scheduled for Monday, March 30 at 7 pm. The CEO is attending a planning meeting for a new Chamber of Commerce for Hauppauge the Hauppauge Public School Superintendent Murphy is putting together on March 9. Christa, Kathleen and I are continuing work on a Library Card campaign. We have defined the goal, 1,225 new cards issued and are working on strategies. I expect to have more at the March meeting. The CEO asked about some changes to the Circulation Policy. He will bring specific ones to the next meeting.

Our 2026 Winter Festival was a hit, despite the oncoming blizzard. 325 people attended the show and ice sculpture demonstration. The staff came together on a challenging day and helped the community have a lovely afternoon. A new water fountain will be installed soon, along with a repair to the other one. Electrical work and a fix to our access control system are also happening. The CEO shared a proposal for two Silen Pods to expand our meeting space. The Board agreed to move forward with the proposal for the pods. The CEO reported on the Staff Development Day and recent communication with UPSEU. A new fiber optic line was installed in anticipation of our new 2 gig service. Our new staff computers have been installed and our Microsoft 365 migration is continuing.

Committee Reports

None

Old Business

None

New Business

Motion to amend the 3D Printer, Cricut, Media Studio Policy to the Media Studio Policy along with other changes (Plotke, Leventhal) passed 4-0.

Period for Public Expression

None

Personnel Report

Motion to accept the February 23, 2026 Personnel Report (Bard, Plotke) passed 4-0.

General Discussion

None

Executive Session

Motion to enter into an executive session at 8:33 pm to discuss a personnel matter (Bard, Plotke) passed 4-0.

Motion to exit the executive session at 8:51 pm (Plotke, Leventhal) passed 4-0.

Adjournment

Motion to adjourn at 8:51 p.m. (Leventhal, Bard) passed 4-0.