

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

**August 25, 2025**

Hauppauge Public Library

**Present**

Ms. Barbara Leventhal  
Ms. Nayana Mehta  
Mr. John White  
Mr. Matthew Bollerman, Chief Executive Officer  
Ms. Christa Zaros, Head of Community Engagement

**Guests**

Members and parents of the  
“Battle Breakthroughs”  
Battle of the Books team

**Excused**

Mr. Ralph Plotke

Mr. White and the Board met the “Battle Breakthroughs” Battle of the Books team and their coaches and staff members and thanked them for competing in this year’s event. The team came in sixth place out of 28 teams from around Suffolk County. A certificate of appreciation for their efforts was shared.

Mr. White called the Meeting to Order at 7:07 p.m.

Motion to accept the Minutes of the July 21, 2025 Board Meeting (Mehta, Leventhal) passed 3-0.

Motion to accept the Minutes of the August 11, 2025 Board Meeting (Mehta, Leventhal) passed 3-0.

**Treasurer’s Report**

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the August 25, 2025 operating warrant \$260,442.19 (Leventhal, Mehta) passed 3-0.

**Correspondence**

None

**Chief Executive Officer’s Report**

Bard arrived at 7:12 pm.

Christa Zaros, Head of Community Engagement reported on the completed Community Conversations. She reported on the help Peter has been giving to social media campaigns and analysis. She shared how our strongest age groups is 35 to 44 followed by 45 to 54. Women make up 80% of our audience on facebook and instagram. Plans are being developed to lean into these audiences to deepen their interaction with our posts. Christa has been managing our website redesign. The launch has been delayed by some coordination with the vendor but should be released around Labor Day. The site will look and act more like the app, be accessible, add more appointment scheduling amongst other improvements. The Chief Executive Officer

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shared the final summer reading program numbers: 1,150 registered (555 children, 79 teens and 516 adults). The staff met their goal of 1,100 registrations. Those registered read 26,471 days. The CEO and our new trustee Barbara Leventhal met for an orientation. The CEO attended the community champions luncheon hosted by the Board of Fire Commissioners of the Hauppauge Fire District. Matt will be chairing a group seeking to begin a Chamber of Commerce in Hauppauge. The audit field work completed on August 7. The CEO reviewed the property tax calculation since the beginning of the lease and the need to course correct. The landlord agreed and has made the changes to what we were being billed. An All Staff Meeting has been scheduled for August 26. The agenda includes reviewing the summer reading program, safety and security, the July 1 pay raise and plans for the 2026/27 operating budget. The CEO will be seeking input from all staff on these issues and others that are raised at the meeting. On October 3 at 8 am a breakfast celebrating the anniversary of the founding of the Library, along with, staff anniversaries will take place. The CEO updated the Board on the search for a temporary Librarian I (Children's Services) to help us during Jill's leave. The Library is participating in a call for our community to alert our federal elected representatives of the importance of library funding in their budget. It will run until Friday. The CEO shared the local news of the BESS being planned for Hauppauge.

### **Committee Reports**

None

### **Old Business**

None

### **New Business**

Motion to accept the 2025 Capital Depreciation Report Including Deletions (Bard, Mehta) passed 4-0.

### **Period for Public Expression**

None

### **Personnel Report**

None

### **General Discussion**

None

### **Executive Session**

None

Motion to adjourn at 8:26 p.m. (Mehta, Leventhal) passed 4-0.