

**MINUTES OF THE MEETING OF THE
HAUPPAUGE PUBLIC LIBRARY BOARD OF TRUSTEES
October 20, 2025
Hauppauge Public Library**

Present

Mr. Steve Bard
Ms. Barbara Leventhal
Mr. Ralph Plotke
Mr. John White
Mr. Matthew Bollerman, Chief Executive Officer
Ms. Fran Palumbo, Head of Adult Services

Guests

Andrew Martingale, Attorney

Excused

Ms. Nayana Mehta

Mr. Plotke called the Meeting to Order at 7:00 p.m.

Motion to enter into executive session at 7:00 pm to discuss a pending legal matter (Bard, Leventhal) passed 4-0.

Motion to exit the executive session at 8:21 pm (Bard, Leventhal) passed 4-0.

Motion to accept the Minutes of the September 15, 2025 Board Meeting (Leventhal, Plotke) passed 4-0.

Treasurer's Report

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the October 20, 2025 operating warrant \$270,883.82 (Bard, Plotke) passed 4-0.

Correspondence

None

Chief Executive Officer's Report

Fran Palumbo, Head of Adult Services reported on increases in visits and program attendance at the Library. She reviewed upcoming events, including Trunk or Treat on October 24 and Giving Glimmer in December. A suggestion to advertise acceptance of donations of wrapping paper for that activity was suggested by the Board. The Chief Executive Officer updated the Board on the changes to book procurement in light of our main vendor going out of business. The CEO had met with Assemblyman Fitzpatrick in late September. The last farmers market of 2025 will be happening on October 29. The next trustee book club is November 18. The outdoor signs have been installed. An avenue has opened for the Library to add a graphic to the awning. The CEO is pursuing that possibility. A meeting for the Board to discuss the purpose of Hidden Pond Park is still being organized. The updated proposal from RDA Landscape Architects was received and will be acted on after that meeting. The CEO received an update from the Town of Islip of the need to bond for the funds to allow the driveway to be abandoned. This will not be available until May 2026. The CEO shared a proposal for new carpet for all remaining areas of the Library, except the Teen area. The Board agreed to proceed. The Board agreed that the CEO can proceed with

October 20, 2025 Minutes (Page Two)

Visions Human Resources, LLC for an audit of HR policies, procedures and forms. The Board agreed to move forward with the proposal for sixteen new workstations to replace most staff workstations.

Committee Reports

None

Old Business

None

New Business

The Suffolk Cooperative Library System draft FY2026 annual budget was shared. The Chief Executive Officer reviewed the impacts to the Hauppauge Public Library. The final budget will be voted on at the November meeting.

Period for Public Expression

None

Personnel Report

Motion to approve the report dated, October 20, 2025 (Bard, Leventhal) passed 4-0.

General Discussion

None

Motion to adjourn at 9:07 p.m. (Bard, Leventhal) passed 4-0.