

**MINUTES OF THE MEETING OF THE
HAUPPAUGE PUBLIC LIBRARY BOARD OF TRUSTEES
December 15, 2025
Hauppauge Public Library**

Present

Mr. Steve Bard
Ms. Barbara Leventhal
Ms. Nayana Mehta
Mr. John White
Mr. Matthew Bollerman, Chief Executive Officer

Excused

Mr. Ralph Plotke

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

Motion to accept the Minutes of the November 20, 2025 Board Meeting (Bard, Leventhal) passed 4-0.

Motion to accept the Minutes of the December 1, 2025 Board Meeting (Mehta, Leventhal) passed 4-0.

Treasurer's Report

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the December 15, 2025 operating warrant \$238,921.19 (Leventhal, Mehta) passed 4-0.

Correspondence

The Library received a notice of a joint hearing of the Town Board of Islip and the Board of Trustees of the Village of Islandia to discuss a petition of annexation of territory by Crest Hauppauge North, LLC and Crest Hauppauge LLC. This proposal is adjacent to the property we rent currently. The CEO did not recommend the Board take any action.

Chief Executive Officer's Report

Catherine submitted a written report for the meeting. She attended the Safety Summit- on September 11 & 12 in Hartford, Connecticut. The event was sponsored by Library Journal. I wish to thank you for a wonderful opportunity to learn more about this very important subject.

Book Buying Update- After attending multiple demo/webinars from multiple vendors, we decided the best action for the time being was to go with our local Barnes & Noble retailers for our. We're catching up on requests and refining the workflow to try to get the books our community wants.

Bookmark Contest- on December 8th we held a reception to celebrate the participants of this year's bookmark contest. Students in grades K-5 were challenged to design a bookmark that would be offered to our community throughout the upcoming year: 29 students participated and 12 designs were chosen. Our librarian, Chrissy, handled this event for the first time from start to

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finish which spanned from September to December with soliciting entries to arranging judging to producing the finished products, and culminating with the reception. Great job, Chrissy!

Giving Glimmer- on December 13th the library held our Giving Glimmer event, arranged by Fran and Kathleen. The day was packed with festive events featuring a beautiful concert from The Long Island Resound Handbell Ensemble. There were crafts for the children (and adults), temporary tattoos, hot chocolate, and a photo op in the decked-out SLED van from SCLS. (SLED standing for "Suffolk Libraries Empowering Discovery"... they are always a wonderful addition to have at our big events.) With the help of every staff member on that day (and 6 teen volunteers), an estimated 242 community members enjoyed a wonderful afternoon.

Staff Development Day- on February 5, 2026, we will be having our Staff Development Day. Matt and I are working on securing the details of the agenda, but the goal is to have a mix of trainings from The Association of Mental Health & Wellness, staff members from SCLS giving up updates on new products and services, updates from our staff about digital compliance with updated ADA standards and plans for the upcoming summer reading club, and safety trainings from local police/fire departments. A more comprehensive agenda will be shared when details are secured.

The CEO shared the latest metrics and focused on visits. With growth beginning to stagnate looking to expand who is coming to the Library is our new focus. Some suggestions on how to do this was offered by the Board. Trustee training is scheduled for January 13 at Bayport Blue Point Library at 5 pm. The New York Library Association Advocacy Day is scheduled for Tuesday, February 3. Mike Buturla will help run our annual election on April. Planning for our next big events is underway: Winter Festival on Sunday, February 22 and Hauppauge Flea on Saturday, April 18. The CEO attended a meeting about a proposed Chamber of Commerce. The carpet project was reported on and had begun December 14. The CEO shared the recent consulting with Vision HR. Excellent information was shared and the CEO left with tons of notes and projects to undertake. The Board agreed to explore a 2 Gbps line for the Library when Lightpath begins offering service on July 1.

Committee Reports

None

Old Business

Motion to direct the CEO to sign the September 19, 2025 proposal of Landscape Architecture services from RDA Landscape Architecture, PC (Bard, Mehta) passed 4-0.

New Business

The Board reviewed the draft operating budget presented by the CEO for July 1, 2026 to June 30, 2027. The CEO shared a number of items are not decided at this point, including the potential tax cap implications, certain costs and expected expenditures. The salary chart is based on what potentially could be the new minimum wage beginning January 1, 2027. This rate is going to be set by New York State Department of Labor. The Board gave some notes on the budget and asked to see it at their January meeting.

Period for Public Expression

None

Personnel Report

Motion to approve the report dated, December 15, 2025 (Bard, Mehta) passed 4-0.

General Discussion

None

Motion to enter into an executive session at 7:53 pm to discuss the performance of Matthew Bollerman (Leventhal/Mehta) passed 4-0.

Motion to exit the executive session at 8:16 pm (Mehta, Leventhal) passed 4-0.

Motion to adjourn at 8:16 p.m. (Leventhal, Mehta) passed 4-0.