

HUNTINGTON PUBLIC LIBRARY
338 Main Street
Huntington, NY 11743

MINUTES

Approved

Of a Regular Meeting of the Library Board of Trustees
Held January 21, 2025,
at the Station Branch Library – Classroom

PRESENT: Trustees: Kimberly Hawkins, Pat McKenna-Bausch, Sam Sowyrda, Jennifer Hebert,
Susan Corcoran Waters

Library Director: Joanne Adam; Assistant Library Director: Kristine Casper; Station
Branch Manager: Jose-Rodrigo Hernandez, Administrative Assistant: Gabriele Guerra;
Library Accountant, Teddy Schlomann

EXCUSED: Business Manager: Jennifer Mulvihill

Ms. Hawkins called the meeting to order at 6:01 p.m.

Mr. Sowyrda made a motion, seconded by Ms. Waters, to approve the agenda as presented for the
January 21, 2025, Board of Trustees Meeting. The vote was unanimous.

Mr. Sowyrda made a motion, seconded by Ms. Waters, to approve the Library Board of Trustees
Minutes, of a meeting held December 17, 2024. The vote was unanimous.

A period of public expression was offered.

Mr. Schlomann was in attendance to present the Annual Financial Audit and answer related questions.

Ms. Waters made a motion, seconded by Ms. McKenna-Bausch that Warrant #27, December End of
Month, totaling \$374,710.95, is paid. The vote was unanimous.

Ms. McKenna-Bausch made a motion, seconded by Ms. Waters that Warrant #28, January
disbursements, totaling \$276,884.50, is paid. The vote was unanimous.

Ms. Hebert made a motion, seconded by Ms. McKenna-Bausch that Warrant #31, Q4 Medicare
Reimbursements, totaling \$25,783.23, is paid. The vote was unanimous.

Business Manager Jennifer Mulvihill was excused and there were no questions about her written
report.

Committee Assignments: None.

Ms. Hebert made a motion, seconded by Mr. Sowyrda to accept the January 2025 Personnel Report as
presented. The vote was unanimous.

Station Branch Manager, Jose Hernandez, expanded on his written report about the importance of raising awareness of the availability of AI tools, the benefits, concerns and that there is an art and science to using them effectively. He was available for questions.

Assistant Library Director Kristine Casper gave an update to her written report that the Fire Sprinkler inspection scheduled for 1/21/25 moved to the following day. She was available for questions.

Library Director Joanne Adam was happy to announce that the library received a \$20,000 check for a grant from NYS Assembly Steve Stern's office that she had applied for last year. Ms. Adam also elaborated on the April 8, 2025 annual budget vote and trustee election that a consultant would be brought in to help. She was available for questions.

Unfinished Business: none

New Business: none

Correspondence & Communication: The trustees received correspondence regarding a change to payroll at the Station Branch Library to streamline things.

A second period of public expression was held.

At 7:33 pm, Ms. Hebert made a motion, seconded by Ms. Waters to enter executive session to discuss a personnel matter. The vote was unanimous.

At 8:35 pm, Ms. Hebert made a motion, seconded by Mr. Sowyrda, to re-enter public session. The vote was unanimous.

At 8:36 pm, Ms. Hebert made a motion, seconded by Mr. Sowyrda to adjourn the meeting. Ms. Hawkins adjourned the meeting at 8:36 pm.

Respectfully submitted:

Prepared by:

Susan Corcoran Waters, Secretary

Gabriele Guerra, Administrative Assistant