

HUNTINGTON PUBLIC LIBRARY  
338 Main Street  
Huntington, NY 11743

**MINUTES**

Approved

Of a Regular Meeting of the Library Board of Trustees  
Held March 28, 2023,  
at the Station Library – Community Room

**PRESENT:** Trustees: Ann M. Berger, Ann Scolnick, Charles Rosner, Kimberly Hawkins, Pat McKenna-Bausch  
Library Director: Joanne Adam; Assistant Library Director: Kristine Casper;  
Station Branch Manager, Jose-Rodrigo Hernandez; Business Manager: Jennifer Mulvihill

**EXCUSED:** Administrative Assistant, Gabriele Guerra

Ms. Berger called the meeting to order at 6:02 p.m.

Mr. Rosner made a motion, seconded by Ms. Scolnick, to approve the agenda as presented for the March 28, 2023, Board of Trustees Meeting. The vote was unanimous.

Ms. Scolnick made a motion, seconded by Mr. Rosner, to approve the Library Board of Trustees Minutes of a special meeting held February 8, 2023. The vote was unanimous.

Mr. Rosner made a motion, seconded by Ms. Scolnick, to approve the Library Board of Trustees meeting Minutes for February 21, 2023. The vote was unanimous.

Ms. Scolnick made a motion, seconded by Mr. Rosner to approve the Library Board of Trustees Minutes of a special meeting held February 27, 2023. The vote was unanimous.

Director, Joanne Adam presented the proposed Budget for Fiscal Year 2023 – 2024 and related questions were answered.

A period of public expression was held.

A motion was made by Mr. Rosner, seconded by Ms. Berger, that Warrant #35, February End of Month, totaling \$332,715.34, is paid. The vote was unanimous.

A motion was made by Mr. Rosner, seconded by Ms. McKenna-Bausch, that Warrant #36, March Disbursements, totaling \$227,507.97, is paid. The vote was unanimous.

Business Manager, Jennifer Mulvihill was available to answer questions related to her written report and noted that interest rates have risen slightly.

Committee Assignments: The Foundation Committee met with Foundation members at a very productive meeting. Mr. Klein is stepping down from his duties as Chairperson and a new succession plan was developed, with Jim Kelly taking over as Chair.

A motion was made by Ms. Scolnick, seconded by Ms. Hawkins, to accept the March 2023, Personnel Report as presented. The vote was unanimous.

Station Branch Manager, Jose Hernandez announced that he passed the Notary Exam and will begin taking appointments for notary services as soon as he receives his official credentials. Programming continues to increase at the Station Library bringing in more patrons.

Assistant Library Director Kristine Casper noted that the office furniture for the Adult Reference Office should be installed May 18<sup>th</sup> and May 19<sup>th</sup> after the AP Testing is complete. Staff will be relocated to work in other departments during time needed to prepare the office, install carpeting, and the furniture.

Library Director Joanne Adam elaborated on items in her written report related to the Foundation meeting, and activities the Friends of the Library are undertaking. There is a new raffle basket and the Friends are staffing tables at library programs to sell raffle tickets and memberships. Joanne also announced that the TriCYA recognized the Huntington Public Library at their Hall of Honors Gala last week. The library received a plaque and numerous proclamations from local politicians which will be on display in both buildings, eventually finding a permanent home at the Station Library.

Unfinished Business: None

New Business:

Kristine presented a quote for new staff computers in Technical Services and Youth & Parent Services, which are off warranty and next in the cycle to be replaced.

Ms. McKenna-Bausch made a motion, seconded by Mr. Rosner to approve the purchase of twelve new staff computers off NY State contract for Technical Services and Youth & Parent Services in the amount of \$10,531.20 as presented. The vote was unanimous.

Mr. Rosner made a motion, seconded by Ms. Scolnick to appoint Joanne Adam Assistant Clerk to the Vote. The vote was unanimous.

Correspondence & Communication: None

A second period of public expression was held.

A motion was made to adjourn the meeting by Ms. McKenna-Bausch, seconded by Mr. Rosner. The meeting was adjourned at 7:00 p.m.

Respectfully submitted:

Prepared by:

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Pat McKenna-Bausch, Secretary

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Kristine M. Casper, Assistant Library Director