

HUNTINGTON PUBLIC LIBRARY  
338 Main Street  
Huntington, NY 11743

**MINUTES**

Unapproved

Of a Regular Meeting of the Library Board of Trustees  
Held September 17, 2024,  
at the Station Branch Library – Classroom

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

Library Director: Joanne Adam; Assistant Library Director: Kristine Casper; Station Branch Manager: Jose-Rodrigo Hernandez; Business Manager: Jennifer Mulvihill, Administrative Assistant: Gabriele Guerra

**EXCUSED:**

Ms. Hawkins called the meeting to order at 6:05 p.m.

Ms. Hebert made a motion, seconded by Ms. Waters, to approve the agenda as presented for the September 17, 2024, Board of Trustees Meeting. The vote was unanimous.

Ms. Waters made a motion, seconded by Mr. Sowyrda, to approve the Library Board of Trustees Minutes, of a meeting held August 19, 2024. The vote was unanimous.

A period of public expression was held.

Ms. Hawkins made a motion, seconded by Mr. McKenna-Bausch that Warrant #8, August End of Month, totaling \$366,093.11, is paid. The vote was unanimous.

Ms. Hawkins made a motion, seconded by Ms. McKenna-Bausch that Warrant #9, September disbursements, totaling \$210,929.96, is paid. The vote was unanimous.

Ms. Waters made a motion, seconded by Ms. Hebert that Warrant #1, September capital fund, totaling \$2,000.00, is paid. The vote was unanimous.

Ms. Hawkins made a motion, seconded by Ms. McKenna-Bausch to approve asset disposal of a 30 x 72 nesting table at the Station Branch, original value: \$559.20. The vote was unanimous.

Business Manager Jennifer Mulvihill didn't have anything to add to her written report and was available for questions.

Committee Assignments: None

Mr. Sowyrda made a motion, seconded by Ms. Hebert to accept the September 2024 Personnel Report as presented. The vote was unanimous.

Station Branch Manager, Jose Hernandez, gave an update to his written report that he met with SCPD at the Station Branch and 9 police officers were in attendance. He was available to answer questions.

Assistant Library Director Kristine Casper gave an update to her report and provided a timeline for the Station Branch construction bid process for the renovation of the restrooms and stairs with anticipated construction to begin in the New Year. She also highlighted the heartwarming positive feedback from the Community Survey of Library Services with the majority of the 650 responses to date being favorable to library staff and services.

Library Director Joanne Adam highlighted items from her written report and stated Early Voting at the Station Branch will begin on October 26, 2024. She provided a presentation on one of our databases CultureGrams as well as went over our Incident Tracker software. She was available to answer questions.

Unfinished Business: None

New Business: None

Correspondence & Communication: None

A second period of public expression was held.

At 7:07 pm, Ms. Hawkins made a motion, seconded by Mr. Sowyrda to enter executive session to discuss a personnel matter. The vote was unanimous.

At 8:00 pm, Ms. Hawkins made a motion, seconded by Ms. Hebert, to re-enter public session. The vote was unanimous.

At 8:01 pm Ms. Hawkins made a motion, seconded by Ms. Hebert to adjourn the meeting. Ms. Hawkins adjourned the meeting at 8:01 pm.

Respectfully submitted:

Prepared by:

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Susan Corcoran Waters, Secretary

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Gabriele Guerra, Administrative Assistant