

HUNTINGTON PUBLIC LIBRARY  
338 Main Street  
Huntington, NY 11743

**MINUTES**

Approved

Of a Regular Meeting of the Library Board of Trustees  
Held December 17, 2024,  
at the Main Library – Meeting Room

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

Ms. Hawkins called the meeting to order at 6:04 p.m.

Laura Giuliani, Department Head, Youth and Parent Services gave a presentation highlighting programs from her department and an overview of the Family Place training.

Mr. Sowyrda made a motion, seconded by Ms. McKenna-Bausch, to approve the agenda as presented for the December 17, 2024, Board of Trustees Meeting. The vote was unanimous.

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

A period of public expression was offered.

Ms. McKenna-Bausch made a motion, seconded by Ms. Hawkins that Warrant #23, November End of Month, totaling \$370,715.83, is paid. The vote was unanimous.

Ms. McKenna-Bausch made a motion, seconded by Ms. Hebert that Warrant #24, December disbursements, totaling \$242,578.24, is paid. The vote was unanimous.

Ms. Hawkins made a motion, seconded by Ms. Hebert to approve disposal of the following assets:

1 Brother Fax Machine

2 HP printers

21 Dell Optiplex PC's

\*This is older computer equipment that has been fully depreciated. The list was provided by Tom Romano. The vote was unanimous.

Business Manager Jennifer Mulvihill gave a verbal report that the auditor is just finishing the housekeeping portion of the written report, and thereafter he will be scheduled to present to the trustees at a board meeting. She also stated her department has been busy with calendar year-end processes and that while the library operates on a fiscal year some things have to be handled at year-end. She was available for questions.

Committee Assignments: None.

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

Station Branch Manager, Jose Hernandez, didn't have anything to add to his written report and was available for questions.

Assistant Library Director Kristine Casper gave an update to her written report that the Vega Program online registration platform that had been upgraded didn't have any Suffolk County libraries interested in participating other than our library. Due to the prohibitive cost, this platform isn't a viable option now, and we will stay with our current provider Communico for the time being. She was available for questions.

Library Director Joanne Adam highlighted from her written report that the library will have a staff development event on January 8, 2025, and the library will be closed to the public from 9am-5pm. She was available for questions.

Unfinished Business: none

New Business: none

Correspondence & Communication: Ms. McKenna-Bausch stated the Board had received email communications from Maureen Comerford in reference to some ways the library may be able to offer patrons with hearing loss some augmented listening devices.

A second period of public expression was offered.

At 7:33 pm, Ms. Hebert made a motion, seconded by Mr. Sowyrda to adjourn the meeting. Ms. Hawkins adjourned the meeting at 7:33 pm.

Respectfully submitted:

Prepared by:

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Kimberly Hawkins, President

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Gabriele Guerra, Administrative Assistant