

**HUNTINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
July 15, 2025**

6:00 p.m.

338 Main Street

Huntington, New York 11743

AGENDA



- I. Call to Order
- II. Pledge of Allegiance
- III. Approval of Board Agenda
- IV. *Appointment of Chairperson – Jose-Rodrigo Hernandez
- V. Oath of Office –
Pat McKenna-Bausch – One-year term ending June 30, 2026
Jennifer Hebert – Five-year term ending June 30, 2030
- VI. *Election of Officers 2025-2026
Slate of Nominees:
 - A. Election of President - Kimberly Hawkins
 - B. Election of Vice-President – Sam Sowyrda
 - C. Election of Secretary – Susan Corcoran Waters
 - D. Election of Finance Officer – Pat McKenna-Bausch
- VII. *Appointments for 2025-2026
 - A. Appointment of Legal Counsel – Law Office of Quatela Chimeri, PLLC – Andrew Martingale, Partner
 - B. Appointment of Library Auditor – Baldessari & Coster LLP - Ted Schlomann, Partner
 - C. Appointment of Newspaper of Record – Long Islander
 - D. Appointment of Library Treasurer – Renata Robak
 - E. Appointment of Official Bank(s) of Record – T.D. Bank and ConnectOne Bank
 - F. Appointment of Standing Committee Members
 - Budget & Finance: Jennifer Hebert and Kimberly Hawkins
 - Station Branch Library: Kimberly Hawkins and Sam Sowyrda
 - Personnel: Pat McKenna-Bausch and Sam Sowyrda
 - By-laws & Policies: Pat McKenna-Bausch and Jennifer Hebert
 - Foundation: Susan Corcoran Waters and Pat McKenna-Bausch
 - Facilities and Renovation: Sam Sowyrda and Susan Corcoran Waters
 - Labor Management: Susan Corcoran Waters and Jennifer Hebert
 - Long Range Planning: Sam Sowyrda and Susan Corcoran Waters
- VIII. *Conflict of Interest Policy – Affirmation of Compliance
- IX. *Establishment of the Time and Place of Regular Meetings for 2026
- X. *Approval of Holiday Schedule for 2026
- XI. *Approval of Fines and Fees Schedule for 2025-2026

- XII. *Review and Reaffirmation of Library Purchasing Policy
- XIII. *Review and Reaffirmation of By-Laws
- XIV. *Approval of Minutes for Meeting on June 17, 2025
- XV. Period of Public Expression
- XVI. *Financial Reports:
 - A. *Approval of Warrants
 - B. *Financial Resolutions (if any)
- XVII. Business Manager's Report
- XVIII. Previous Month's Committee Reports (if any):

Budget & Finance	Jennifer Hebert and Kimberly Hawkins
Station Branch Library	Kimberly Hawkins and Sam Sowyrda
Personnel	Pat McKenna-Bausch and Sam Sowyrda
By-laws & Policies	Pat McKenna-Bausch and Jennifer Hebert
Foundation	Susan Corcoran Waters and Pat McKenna-Bausch
Facilities and Renovation	Sam Sowyrda and Susan Corcoran Waters
Labor Management	Susan Corcoran Waters and Jennifer Hebert
Long Range Planning	Sam Sowyrda and Susan Corcoran Waters
- XIX. *Personnel Report
- XX. Station Branch Manager's Report – J. Hernandez
- XXI. Assistant Director's Report – K. Casper
- XXII. Director's Report – J. Hernandez
- XXIII. Unfinished Business
- XXIV. New Business
 - A. *Approval of Plan of Service and Long Range Plan
 - B. *Approval of Emergency Lighting Quote, \$13,400
 - C. *Approval of Annual Google Workspace for July 1, 2025-June 30, 2026, \$10,500
 - D. *Approval of Emergency Civil Service Signatory in absence of Director
- XXV. Correspondence and Communications
- XXVI. Period for Public Expression
- XXVII. Executive Session (if needed)
- XXVIII. Adjournment

Next Meeting: *August 19, 2025, 6:00 pm (Tentative)*
 September 16, 2025, 6:00 pm
 Huntington Station Branch Library
 1335 New York Ave.,
 Huntington Station., New York 11746

*Items Which Require Action