

Minutes of the Annual Meeting of the Board of Trustees of the
Cold Spring Harbor Library
July 10, 2023

In Attendance:

Vincent Parziale, President
Richard Schuster, Vice President
Dana Lynch, Treasurer
Edward Price, Secretary
Chris Hadjandreas
Sandra Capek-O'Grady
Janice Rochstein
Roger Podell, Director
Diane Scinta, Assistant Director

Absent:

Robert Hughes, Friends Foundation Liaison

The annual meeting was called to order at 7:00 PM.

Annual Meeting Items

A motion to approve the 2023-24 Board meeting schedule as amended (April meeting 4/8/24 Vote 4/9/24) was made by Edward Price, seconded by Dana Lynch, and approved unanimously.

A motion to approve officers for the 2023-24 fiscal year, was made by Janice Rochstein, seconded by Chris Hadjandreas, and approved unanimously.

President – Vincent Parziale
Vice President – Richard Schuster
Treasurer – Dana Lynch
Secretary – Edward Price

A motion to retain Spellman, Gibbons as legal counsel and Baldessari and Coster as auditor for 2023-24, was made by Janice Rochstein, seconded by Dana Lynch, and approved unanimously.

Members of the Board of Trustees signed the Whistleblower and Code of Ethics forms.

Dr Podell presented the 2023-24 staff salary schedule and the status of the sick and vacation reserve fund.

A motion to adjourn the annual meeting was made by Edward Price, seconded by Vincent Parziale, and approved unanimously.

Minutes of the Regular Meeting of the Board of Trustees of the
Cold Spring Harbor Library
July 10, 2023

The regular meeting was called to order at 7:15 PM.

Meeting Minutes

A motion to approve the June 5, 2023, meeting minutes, was made by Janice Rochstein, seconded by Chris Hadjandreas, and approved unanimously.

Financial Matters

The Treasurer's Report dated May 31, 2023 was presented as follows:

Checking:	\$ 12,329.66
Money Market:	\$163,740.70
TIAA CD:	\$201,803.20
FBLI CD 12 months	\$250,000.00
FBLI CD 6 months	\$250,000.00
Revenue:	\$193,486.69
Expenditures:	\$152,956.98

A motion to approve the Treasurer's Report was made by Edward Price, seconded by Vincent Parziale, and approved unanimously.

A motion to accept the Claims Auditor's report dated 7/7/23 was made by Edward Price, seconded by Vincent Parziale, and approved unanimously.

Dr. Podell reported the library has three \$5M umbrella policies. QBE, which holds one of the policies, is not renewing. The board requested Dr. Podell contact the broker and request quotes for additional coverage. In addition, the board requested documentation regarding notice of nonrenewal and any renewal quotes. Dr. Podell will report the Insurance Committee as soon as information is provided by Intermarket.

A motion to renew the \$201,103 CD at TIAA Bank for 12 months at a rate of 4.75% was made by Dana Lynch, seconded by Edward Price, and approved unanimously.

Library Operations

A motion to invite Nicole Prizzi to fill Richard Hamberger's position (Ms. Prizzi will run for a two-year term in 2024) was made by Janice Rochstein, seconded by

Dana Lynch and approved unanimously.

Dr. Podell will forward on-line materials needed for board members to complete the required NYS two-hour training.

Dr. Podell reported on the status of building projects.

- Pella will install two windows on July 28.
- Parking lot repairs were completed.
- Dr. Podell will use the proposal presented by Northwind Landscaping for drainage and step construction as specifications for obtaining quotes from other firms.

A motion to go into executive session for discussion of personnel matters was made by Edward Price, seconded by Vincent Parziale, and approve unanimously.

A motion to return to regular session was made by Edward Price, seconded by Vincent Parziale, and approve unanimously.

A motion to hire Maylin Rivera as circulation clerk part-time for the summer at a salary of \$17/hour and full-time effective September 5 at a salary of \$31,800 and to hire Anne Baranello as part-time Childrens Librarian Trainee at a salary of \$22.50/hour was made by Richard Schuster, seconded by Janice Rochstein, and approved unanimously.

A motion to permit staff to take the Juneteenth floating holiday through the last weekday in July was made by Chris Hadjandreas, seconded by Richard Schuster, and approved unanimously.

A motion to adjourn the meeting at 8:20 was made by Sandra Capek-O'Grady, seconded by Richard Schuster, and approved unanimously.