

Minutes of the Regular Meeting of the Board of Trustees of the
Cold Spring Harbor Library
September 8, 2025

In Attendance:

David Berman, President
Richard Schuster, Vice President
Dana Lynch, Treasurer
Edward Price, Secretary
Robert Hughes, Friends Foundation Liaison
Chris Hadjandreas
Sandra Capek-O'Grady
Nicole Prizzi
Janice Rochstein
Roger Podell, Director
Diane Scinta, Assistant Director

Absent:

The meeting was called to order at 7:03

Meeting Minutes

A motion to approve the July 14, 2025, annual meeting minutes and regular meeting minutes, was made by Dana Lynch, seconded by Sandra Capek-O'Grady, and approved with two abstentions.

Financial Matters

The Treasurer's Report dated June 30, 2025, was presented as follows:

Checking:	\$ 22,551.35
Money Market:	\$587,296.50
Everbank CD 12 mo 8/25/25	\$212,772.11
FBNLI CD 6 mo 10/5/25	\$273,052.92
FBNLI CD 12 mo 10/18/25	\$267,562.37
ConnectOne CD 12 mo 5/15/26	\$201,994.52
Revenue:	\$273,208.75
Expenditure:	\$200,748.11

The Treasurer's Report dated July 31, 2025, was presented as follows:

Checking:	\$ -161,339.34
Money Market:	\$667,097.29
Everbank CD 12 mo 8/25/25	\$212,772.11
FBNLI CD 6 mo 10/5/25	\$273,052.92
FBNLI CD 12 mo 10/18/25	\$267,562.37
ConnectOne CD 12 mo 5/15/26	\$201,994.52
Revenue:	\$264,706.48
Expenditure:	\$421,838.93

A motion to approve the Treasurer's Reports was made by Edward Price, seconded by Robert Hughes, and approved unanimously.

A motion to accept the Claims Auditor's report dated 9/5/25 was made by Edward Price, seconded by Nicole Prizzi, and approved unanimously.

CDs

Dr. Podell reported that the auditor indicated that FDIC coverage is \$250,000 per bank, not account. The balance at ConnectOne exceeds that amount but the additional investment is collateralized with M&T Bank.

Fund Balance

Dr. Podell reported that \$14,400 was moved from unappropriated fund balance to unused sick and vacation days as approved at the July meeting.

Audit

Baldessari and Coster completed the audit and will report to the Board at the October meeting.

Library Operations

Trustee Annual Training

Trustees must complete the NYS mandated two-hour training prior to December 31, 2025. Training will be provided at the Half Hollow Hills Library on October 28 at 6 PM. Training is also available online.

Annual Report to the Community

A motion to approve the Annual Report to the Community as amended was made by David Berman, seconded by Janice Rochstein, and approved unanimously.

Board Committee Assignments

The board reviewed committee assignments. It was agreed that a security review is needed. Dr. Podell will contact Suffolk County Police for assistance.

Vacant Trustee Position

The Board decided to keep members at 9 and to invite citizens who expressed interest in joining the board to participate on committees. The Board will review the by-laws to determine if there are options for size of membership.

Executive Session Personnel Appointments

A motion to go into executive session for discussion of personnel appointments was made by Edward Price, seconded by Robert Hughes, and approved unanimously.

A motion to leave executive session was made by Edward Price, seconded by Robert Hughes, and approved unanimously.

A motion to hire Valerie Donovan as part-time clerk and Corey Jamison as part-time custodian was made by Dana Lynch, seconded by David Berman, and approved unanimously.

Photography Policy

A motion to approve the photography policy was made by Janice Rochstein, seconded by Nicole Prizzi, and approved unanimously. Dr. Podell will post signs: "No photography without permission."

Community Interest Survey

It was agreed to email an interest survey completed in digital form to library patrons. Surveys will also be available at the circulation desk. Draft surveys will be sent to the board for review. The goal is to send these surveys as soon as possible. It was suggested to add an item about technology to the list. Dr. Podell will contact the CSH school superintendent for assistance.

Parking Lot Repair

The board agreed to have the facilities committee review proposals for parking lot maintenance and solicit additional quotes. The committee will review proposals to ascertain if the sealant will be sprayed or applied by hand and if there are additional charges for weekend and holiday work.

Adjournment

The meeting was adjourned at 8:51.