

Minutes of the Regular Meeting of the Board of Trustees of the
Cold Spring Harbor Library
October 7, 2024

In Attendance:

Richard Schuster, Vice President
Dana Lynch, Treasurer
Edward Price, Secretary
Robert Hughes, Friends Foundation Liaison
David Berman
Chris Hadjandreas
Nicole Prizzi
Roger Podell, Director
Diane Scinta, Assistant Director

Absent:

Vincent Parziale, President
Sandra Capek-O'Grady
Janice Rochstein

The meeting was called to order at 7:05

Meeting Minutes

A motion to approve the September 9, 2024 annual meeting minutes by Dana Lynch, seconded by Nicole Prizzi, and was approved 6 yes – 1 abstention.

Financial Matters

The Treasurer's Report dated August 31, 2024, was presented as follows:

Checking:	-\$30,407.65
Money Market:	\$465,105.74
TIAA CD 12 months 8/25/25	\$203,286.60
FBLI CD 12 months 4/5/25	\$261,284.87
FBLI CD 12 months 10/5/24	\$255,276.92
Revenue:	\$277,347.12
Expenditures:	\$219,660.41

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

A motion to accept the Claims Auditor's report dated 10/4/24 was made by Edward Price, seconded by Dana Lynch, and approved unanimously.

CDs

A motion to purchase a 24-month CD at Everbank was approved at the prior meeting.

Budget Planning

The board reviewed reserves to cover maintenance needs and emergencies during the next ten years. The need for a reserve policy will be discussed at the next meeting when the full board and auditor are present.

Library Operations

Library trustees must complete two hours of training before December 31. In-person training will be held at the South Huntington Library on Wednesday, December 11 at 6:30 PM. Online webinars are also available.

2024-25 Committee Assignments

Policies: Robert Hughes, Edward Price, Janice Rochstein

Building and Grounds: Vince Parziale, Robert Hughes, Chris Hadjandreas, Jance Rochstein

Security: Sandra Capek-O'Grady, Chris Hadjandreas, Nicole Prizzi

Fundraising: Sandra Capek-O'Grady, Vince Parziale, Richard Schuster, David Berman

Insurance: Dana Lynch, Janice Rochstein, Chris Hadjandreas

Financial: Dana Lynch, Edward Price, David Berman

History: Richard Schuster, Robert Hughes, Edward Price

Staff: Richard Schuster, Nicole Prizzi, Edward Price

A motion to enter executive session to discuss increasing staff to full-time 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 change Coleen Higgins' position to full-time librarian and Ruth Izaguirre-Castro's position to full-time custodian was made by Richard Schuster, seconded by Edward Price, and approved unanimously.

A motion to accept Kean Landscaping's donation of a garden next to the statue on the driveway was made by Robert Hughes, seconded by Dana Lynch, and approved unanimously.

A motion to adjourn the meeting at 8:30 was made by Edward Price, seconded by Richard Schuster, and approved unanimously.