

Minutes of the Regular Meeting of the Board of Trustees of the  
Cold Spring Harbor Library  
September 9, 2024

In Attendance:

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

Absent:

Chris Hadjandreas

The meeting was called to order at 7:02.

**Meeting Minutes**

A motion to approve the July 1, 2024 annual meeting minutes and regular meeting minutes, was made by Dana Lynch, seconded by Sandra Capek-O'Grady, and approved unanimously.

**Financial Matters**

The Treasurer's Report dated June 30, 2024 was presented as follows:

Checking:	\$104,240.94
Money Market:	\$154,421.31
TIAA CD 12 months 8/25/24	\$203,286.60
FBLI CD 12 months 4/5/25	\$261,284.87
FBLI CD 12 months 10/5/24	\$255,276.92
Revenue:	\$205,400.38
Expenditures:	\$183,266.15

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

Checking:	\$ -4,188.91
Money Market:	\$106,662.51
TIAA CD 12 months 8/25/24	\$203,286.60
FBLI CD 12 months 4/5/25	\$261,284.87
FBLI CD 12 months 10/5/24	\$255,276.92
Revenue:	\$262,812.24
Expenditures:	\$375,795.19

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

A motion to accept the Claims Auditor's reports dated 7/25/24 and 9/6/24 was made by Edward Price, seconded by Vincent Parziale, and approved unanimously.

#### CDs

A motion to purchase a 24 month CD at Everbank was made by Dana Lynch, seconded by Robert Hughes, and approved unanimously.

#### Budget Planning

The board will review with the auditors the amounts needed in reserves to cover maintenance needs and emergencies,

#### **Library Operations**

Trustees must complete the NYS mandated two-hour training prior to December 31, 2024.

#### Committee Assignments

Policies: Robert Hughes, Edward Price, Janice Rochstein

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

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 approve the Annual Report to the Community was made by Robert Hughes, seconded by Janice Rochstein, and approved unanimously.

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 Marge Koziol as a part-time circulation clerk, Sophia Tarin as a part-time librarian trainee, and Marissa Bertram as a page was made by Robert Hughes, seconded by Janice Rochstein, and approved unanimously.

#### Prior Meetings

Kean offered to plant a garden around the statue at no cost. Keane also agreed to provide a proposal to plant trees along the parking lot and for ground maintenance. Dr. Podell will review these items and report to the board.

A motion to adjourn the meeting at 7:58 was made by Vincent Parziale, seconded by Edward Price, and approved unanimously.