

Minutes of the Annual Meeting of the Board of Trustees of the  
Cold Spring Harbor Library  
July 14, 2025

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  
Janice Rochstein  
Roger Podell, Director  
Diane Scinta, Assistant Director

Absent:

Chris Hadjandreas  
Nicole Prizzi

The meeting was called to order at 7:02 PM.

**Annual Meeting Items**

Vincent Parziale announced his resignation from the Board of Trustees.

A motion to approve the 2025-26 Board meeting schedule was made by Edward Price, seconded by Robert Hughes, and approved unanimously.

A motion to approve officers for the 2025-26 fiscal year, was made by Janice Rochstein, seconded by Vincent Parziale, and approved unanimously.

President – David Berman  
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 fiscal 2025-26, was made by Dana Lynch, seconded by Sandra Capek-O'Grady, and approved unanimously.

A motion to approve the Oyster Bay Guardian and the Long Islander as the official papers for legal notices during fiscal 2025-26 was made by Edward Price, seconded by Dana Lynch, and approved unanimously.

Dr. Podell reported that there were no whistleblower or harassment claims made during 2024-25.

Dr Podell presented the 2025-26 staff salary schedule.

Dr. Podell presented the sick and vacation reserve fund data for 2025-26.

A motion to increase the sick and vacation reserve fund for 2025-26 in the amount of \$14,400 was made by Dana Lynch, seconded by Robert Hughes, and approved unanimously.

Minutes of the Regular Meeting of the Board of Trustees of the  
Cold Spring Harbor Library  
July 14, 2025

**Meeting Minutes**

A motion to approve the June 2, 2025, meeting minutes, was made by Dana Lynch, seconded by Janice Rochstein, and approved unanimously.

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

Checking:	\$ 25,958.49
Money Market:	\$598,721.42
Everbank 12 mo CD 8/25/25	\$212,772.11
FBNLI 6 mo CD 10/5/25	\$273,052.92
FBNLI 12 mo CD 10/18/25	\$267,562.37
Revenues:	\$287,261.73
Expenditures:	\$201,897.53

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

Checking:	\$ 12,816.47
Money Market:	\$517,918.15
Everbank 12 month CD 8/25	\$212,722.11
FNBLI 6 month CD 10/5/25	\$273,052.92
FNBLI 12 month CD 10/18/25	\$267,562.37
ConnectOne 12 mo CD 5/15/26	\$201,994.52
Revenues:	\$312,444.52
Expenditures:	\$177,130.14

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 7/11/25 was made by Dana Lynch, seconded by Edward Price, and approved unanimously.

A motion to rollover the \$212,772.11 CD at Everbank for 12 months at a rate of 3.9% was made by Robert Hughes, seconded by Edward Price, and approved unanimously.

**Library Operations**

Dr. Podell reported that required trustee training will be offered at Half Hollow Hills Library on 10/28/25 at 6pm. Online training is also available.

The Photography and Video Recording Policy proposal will be reviewed with counsel and considered at the next meeting.

Dr. Podell reported that there are two bids for parking lot repair. Action was postponed pending receipt of additional price information.

The Fundraising Ideas Committee presented a three-phase plan for the coming year.

- Community survey of interests.
- Celebration of the 20<sup>th</sup> anniversary next summer.
- Relationship with the Friends of the Library.

A motion to adjourn the meeting at 8:15 was made by Vincent Parziale, seconded by Edward Price, and approved unanimously.