Minutes of the Annual Meeting of the Board of Trustees of the
Cold Spring Harbor Library
July 13, 2026

In Attendance:
David Berman, President
Edward Price, Secretary
Robert Hughes, Friends Foundation Liaison
Gina Berland
Chris Hadjandreas
Sandra Capek-O'Grady
Nicole Prizzi
Roger Podell, Director
Diane Scinta, Assistant Director
Judy Zinn, Community resident

Absent:
Dana Lynch, Treasurer
Janice Rochstein
Demetrios Tzimas

The meeting was called to order at 7:05 PM.

Annual Meeting Items

A motion to approve the 2026-27 Board meeting schedule was made by Edward Price, seconded by Robert Hughes, and approved unanimously.

A motion to approve officers for the 2026-27 fiscal year, was made by Nicole Prizzi, seconded by Sandra Capek-O'Grady, and approved unanimously.

David Berman - President
Vice President – Gina Berland
Treasurer – Dana Lynch
Secretary – Edward Price

A motion to retain Spellman, Gibbons as legal counsel and Baldessari and Coster as auditors for fiscal 2026-27, was made by Robert Hughes, 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 2026-27 was made by Chris Hadjandreas, seconded by Gina Berland, and approved unanimously.

Dr. Podell reported that there were no whistleblower or harassment claims made during 2025-26.

Dr. Podell presented the current committee assignments. The board reviewed assignments for 2026-27. Gina Berland asked to be added to the staff committee. David Berman will speak with Demetrios Tzimas about committee interests.

Dr Podell presented the 2026-27 staff salary schedule.

Dr. Podell presented the sick and vacation reserve fund data for 2026-27. There is currently $115,829 in the fund with potential payout of $122,798.
A motion to increase the sick and vacation reserve fund for 2026-27 in the amount of $6,969 was made by Robert Hughes, seconded by Chris Hadjandreas, and approved unanimously.

Minutes of the Regular Meeting of the Board of Trustees of the
Cold Spring Harbor Library
July 13, 2026

Meeting Minutes
A motion to approve the June 1, 2026, meeting minutes, was made by Gina Berland, seconded by Nicole Prizzi, and approved unanimously.

The Treasurer's Report dated May 31, 2026, was presented as follows:

Checking:	$ 87,895.75
Money Market:	$735,150.35
Everbank CD 12 mo 8/25/26	$222,656.20
Connect One CD 11 mo 9/3/26	$278,804.16
Connect One CD 11 mo 9/18/26	$278,325.34
Connect One CD 6 mo 11/22/26	$209,207.12
Connect One CD 23 mo 12/9/27	$250,000.00
Revenue:	$316,639.35
Expenditure:	$185,591.06

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

A motion to accept the Claims Auditor's report dated 7/10/26 was made by Gina Berland, seconded by Edward Price, and approved unanimously.

Financial Operations

Dr. Podell reported that 3 CDs mature in August and September.

- Everbank 12 months 8/25/26 $222,656.20
- Connect One 11 months 9/3/26 $278,804.16
- Connect One 11 months 9/18/26 $278,325.34

A motion to purchase a CD at Everbank in the amount of $222,656.20 for 12 months at a rate of 3.6% and a CD at Connect One in the amount of $278,804.16 for 4 months at a rate of 3.92% was made by Edward Price, seconded by Robert Hughes, and approved unanimously.

Dr. Podell presented revisions to the Miscellaneous Procedures Policy. The board discussed additional changes and agreed to postpone approval until the September meeting.

Library Operations

20th Anniversary Event
Dr. Podell reported that 18 tickets were sold and 3 sponsorships received. Donations for alcohol were received from Diageo and tequila from Dos Hombres.
Catering quotes were received from Messina Market and Culinary Studio.
The committee recommends Michael Victor Productions for DJ services.

A motion to accept the quote from Messina Markets for catering the celebration in the amount of $10,318 was made by Gina Berland, seconded by David Berman and approved with one abstention.

A motion to accept the quote from Michael Victor Productions for 3 hours of DJ service for $375 was made by Gina Berland, seconded by David Berman, and approved unanimously.

A motion to purchase 125 tote bags at a total cost not to exceed $600 was made by Sandra Capek O'Grady, seconded by Nicole Prizzi, and approved unanimously.

A motion to accept all contributions for the event was made by David Berman, seconded by Gina Berland, and approved unanimously.

The board agreed to invite staff to the event with no charge.

Committee Reports
Facilities
Heavy rain on July 6 resulted in leaks in the large meeting room utility closet and children's office. Dr. Podell recommends action to prevent future damage. Dr. Podell will contact an engineer to review the sources of the leaks and recommend remediation.

Donation
Wendy Secor donated $5,000 for a bench honoring her parents, Bod and Mary Sibert. The bench and plaque have been purchased.

Items from Prior Meetings

Board emails

Counsel recommends that the board use library emails for library communications. However, business should be limited to public meetings and not discussed in emails. Dr. Podell will set up the system and inform board members of procedures.

Director's life insurance
Dr. Podell reported that he had a physical examination and the carrier is reviewing documents.

Bible Study
Christ for Long Island requested use of facilities which was originally rejected by the director to remain neutral on religious matters. Counsel advised that libraries may not exclude groups from using meeting rooms due to religious activities.
Dr. Podell recommends amending use of facilities policy to add, The Library prohibits use of meeting rooms for worship services by a religious group. However, religious groups are permitted to use meeting rooms for purposes other than worship. Dr. Podell will review the policy changes with the policy committee.
The group held an event on Tuesday 7/7.

Comments from the public

Ms. Zinn questioned any religious group using public facilities. She then noted concern about past issues of magazines being retained in a back room requiring staff to obtain requested materials.
Dr. Podell indicated that the change in procedure was made to accommodate additional seating in the reading room requested by patrons. He will ascertain the number of requests for back issues of magazines.

A motion to adjourn the meeting at 9:20 was made by Edward Price, seconded by David Berman and approved unanimously.