

**MINUTES OF THE MEETING OF THE
HAUPPAUGE PUBLIC LIBRARY BOARD OF TRUSTEES
February 26, 2024
Hauppauge Public Library**

Present

Mr. Julian Aptowitz
Mr. Stephen Bard
Ms. Nayana Mehta
Mr. Ralph Plotke
Mr. John White
Mr. Matthew Bollerman, Chief Executive Officer
Ms. Christa Zaros, Head of Community Engagement

Guest

Mr. Ted Schlomann,
Baldessari & Coster, LLC

Ms. Mehta called the Meeting to Order at 7:00 p.m.

Ms. Mehta asked Ted Schlomann to present the Financial Report with Additional Information, June 30, 2023 prepared by Baldessari & Coster. Mr. Schlomann reviewed the audit with the Board. He mentioned it contains an unmodified opinion of our financial statements. He also said we are in a good financial position. The Board had some questions which Ted answered.

Motion to accept the Minutes of the January 17, 2024 Board Meeting (White, Plotke) passed 5-0.

Treasurer's Report

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the February 26, 2024 operating warrant \$295,066.24 (Bard, Aptowitz) passed 5-0.

Correspondence

None

Chief Executive Officer's Report

Christa Zaros, Head of Community Engagement shared the purpose statement for her work. She shared the various meetings attended, including, Cornerstone Hauppauge, Napolitano Family Farm, and Rebecca Bilski, Assistant Superintendent for Pupil Services at Hauppauge Schools. She has also attended the Suffolk County NAACP Legislative Breakfast and NYLA Advocacy Day. Standardizing our communications with the community has been addressed through a style guide, editorial calendar and consistent look and feel throughout our advertising. Christa is also working on starting up the Library's Sustainability, Resilience and Regeneration Committee. Some initial work was

accomplished at the Staff Development Day. The Chief Executive Officer reminded the Board that the March Board meeting will be on the 25 and include the Budget Hearing and Meet the Candidate forum. The Winter Festival was on February 25 and over 370 people attended. The staff worked hard to make it a success and the feedback from the community was excellent. The CEO shared updates on the outdoor signs, lights, use of the atrium and the staff development day. The CEO reported on progress towards a new website, event calendar and registration, app and possibly other tech changes coming in the next half year.

Committee Reports

None

Old Business

None

New Business

Motion to accept the Financial Report with Additional Information, June 30, 2023 prepared by Baldessari & Coster, LLC (Bard, Plotke) passed 5-0.

RESOLUTION APPOINTING BOARD OF REGISTRATION AND ELECTION CLERKS

BE IT RESOLVED that the following qualified voters of the Hauppauge Public Library District are appointed to constitute the Board of Registration of the Hauppauge Library District and to serve as election clerk, election inspectors and ballot clerks at the Special District Meeting to be held on April 2, 2024:

- Michael Buturla (Election Clerk), residing at 63 Serene Place, Hauppauge;
- Grace Kunzig (Ballot Clerk), residing at 186 Southern Blvd., Hauppauge;
- Camie Barz (Ballot Clerk), residing at 668 Nichols Road, Hauppauge;
- Cynthia Barz (Ballot Clerk), residing at 668 Nichols Road, Hauppauge;
- Maria Kettell (Ballot Clerk), residing at 41 Grissom Way, Hauppauge;
- Frank Poma (Ballot Clerk), residing at 154 Lawrence Ave., Hauppauge.

BE IT FURTHER RESOLVED that Mr. Buturla is appointed Chair of the Board of Registration and shall be compensated for his services at the rate of \$1,000 and that the other members of the Board of Registration shall be compensated for their services at a rate of \$16.00 per hour. (Bard, Plotke) passed 5-0.

Motion to accept the Annual Report for Public and Association Libraries, 2023 (Plotke, Aptowitz) passed 5-0.

Period for Public Expression

None

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Personnel Report

None

General Discussion

The Chief Executive Officer shared results of the Urban Libraries Council Library Insights Survey. This survey showed a snapshot of pre and post pandemic library service and operations.

Executive Session

None

Motion to adjourn at 8:37 p.m. (Bard, Aptowitz) passed 5-0.