

**MINUTES OF THE MEETING OF THE
HAUPPAUGE PUBLIC LIBRARY BOARD OF TRUSTEES**

May 23, 2025

Hauppauge Public Library

Present

Ms. Nayana Mehta

Mr. Ralph Plotke

Mr. John White

Mr. Matthew Bollerman, Chief Executive Officer

Ms. Donna Mauceri, Head of Teen and Technology

Excused

Mr. Julian Aptowitz

Mr. Stephen Bard

Mr. White called the Meeting to Order at 7:00 p.m.

Motion to accept the Minutes of the April 21, 2025 Board Meeting (Mehta, Plotke) passed 3-0.

Treasurer's Report

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the May 19, 2025 operating warrant \$246,735.09 (Plotke, Mehta) passed 3-0.

Correspondence

None.

Chief Executive Officer's Report

Donna Mauceri, Head of Teens and Technology reported on the Hauppauge Flea. It was moved a day forward to Sunday, April 27 due to weather. The vendors are currently submitting feedback via a survey on their experience and how to improve the event. The next community event is the Big Bounce Party scheduled for Monday, June 30. Donna made a video at the Middle School to promote the summer reading program. Battle of the Books is starting up with Donna and Chrissy as coaches. The Chief Executive Officer shared progress towards achieving 10,000 visitors per month. Plans for the Summer Reading Club are moving towards completion as the Club sign ups begin on June 4. Reporting for the club begins on June 28. The Chief Executive Officer also shared news about the initial sign up for the Dolly Parton Imagination Library program, the Friends proving lunch for staff on National Library Worker Day, and thoughts on celebrating the 25th Anniversary of the beginning of the Library. Board members were reminded to

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submit their annual disclosure form as per the Library Code of Ethics. The CEO shared news about Hidden Pond Park, changing the floor plan at 1373 Veterans Memorial Highway, and our new outdoor signs. The search for a new digital services librarian has begun. Staff are reviewing the Employee Safety and Emergency Action Plan daily. The Board agreed to move forward with the Special Pay Plan, providing a savings to the Library when a retiree receives their payout for unused sick and vacation days. The CEO shared news of receiving a \$20,000 member item from Assemblyman Fitzpatrick.

Committee Reports

None

Old Business

None

New Business

The Chief Executive Officer presented a proposal of Landscape Architecture services for Hauppauge Library Park from RDA Landscape Architecture. The Board reviewed the proposal and asked some questions. The Board would like to meet to discuss the proposal before responding the RDA Landscape Architecture.

Motion to accept the list of adjustments to the 2024-25 operating budget as per the memo from Bollerman dated May 19, 2025 (Plotke, Mehta) passed 3-0.

Period for Public Expression

None

Personnel Report

Motion to adopt the Personnel Report dated May 19, 2025 (Plotke, Mehta) passed 3-0.

General Discussion

None

Executive Session

None

Motion to adjourn at 8:12 p.m. (Plotke, Mehta) passed 3-0.