

Minutes of the Annual Meeting of the Board of Trustees of the
Cold Spring Harbor Library
July 1, 2024

In Attendance:

Absent: Nicole Prizzi

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

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

Annual Meeting Items

A motion to approve the 2023-24 Board meeting schedule was made by Edward Price, seconded by Robert Hughes and approved unanimously.

A motion to approve officers for the 2024-25 fiscal year, was made by Robert Hughes, seconded by Janice Rochstein, and approved unanimously.

President – Vincent Parziale
Vice President – Richard Schuster
Treasurer – Dana Lynch
Secretary – Edward Price

A motion to retain Spellman, Gibbons as legal counsel at a fee of \$235/hour and Baldessari and Coster as auditor at a fee of \$13,350 for 2024-25, was made by Robert Hughes, seconded by Vincent Parziale, and approved unanimously.

A motion to approve the Oyster Bay Guardian and Long Islander as official papers for posting legal notices was made by Dana Lynch, seconded by Janice Rochstein and approved unanimously

Members of the Board of Trustees signed the Whistleblower and Code of Ethics forms.

Dr Podell presented the 2024-25 staff salary schedule and the status of the sick and vacation reserve fund. A motion to transfer \$31,565 from fund balance to the sick and vacation reserve fund was made by Robert Hughes, seconded by Sandra Capek-O'Grady, and approved unanimously.

This action will fully fund the sick and vacation reserve as recommended by the auditor.

A motion to adjourn the annual meeting was made by Edward Price, seconded by Vincent Parziale, and approved unanimously.

Minutes of the Regular Meeting of the Board of Trustees of the
Cold Spring Harbor Library
July 1, 2024

In Attendance:

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

Absent: Nicole Prizzi

The regular meeting was called to order at 7:20PM.

Meeting Minutes

A motion to approve the May 6, 2024 meeting minutes was made by Robert Hughes, seconded by Richard Schuster and approved unanimously.

A motion to approve the June 3, 2024 meeting minutes, was made by Janice Rochstein , seconded by Dana Lynch and approved unanimously.

Financial Matters

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

Checking:	\$ 14,513.77
Money Market:	\$155,919.42
TIAA CD: 12 months 8/25/2	\$203,286.60
FBLI CD 12 months 4/25/25	\$261,284.87
FBLI CD 12 months 10/5/24	\$255,276.92
Revenue:	\$265,576.28
Expenditures:	\$198,213.44

A motion to approve the Treasurer's Report dated April 30, 2024, was made by Vincent Parziale, seconded by Richard Schuster and approved unanimously.

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

Checking:	\$ 15,533.59
Money Market:	\$403,810.60
TIAA CD: 12 months 8/25/24	\$203,286.60

FBLI CD 12 months 4/25/25	\$261,284.87
FBLI CD 12 months 10/5/24	\$255,276.92
Revenue:	\$201,453.16
Expenditures:	\$159,229.07

A motion to approve the Treasurer's Report dated May 31, 2024 was made by Vincent Parziale seconded by Edward Price and approved unanimously.

A motion to accept the Claims Auditor's report dated 6/28/24 was made by Edward Price, seconded by Vincent Parziale, and approved unanimously.

A motion to renew the \$201,103 CD at TIAA Bank for 12 months was made by Edward Price, seconded by Dana Lynch, and approved unanimously.

A motion to provide Jesse Faiguenbaum, Supervisor of Circulation, with a credit card in his name for the purchase of office supplies was made by Vincent Parziale, seconded by Edward Price and approved unanimously.

Library Operations

A motion to approve a payment to Marge Kozoil for unused sick and vacation days was made by Robert Hughes, seconded by Dana Lynch and approved unanimously.

Dr. Podell reminded Board members that two hours of training are required by NYS. The training requirements are due by December 31, 2024. Online options were emailed to all board members.

The Staff Committee presented the report on meetings with staff members. Staff members reported working in Cold Spring Harbor is a privilege. There were several concerns regarding mold and air quality. Dr. Podell has notified staff of actions being taken to address these issues.

Dr Podell received a revised mold report and is obtaining quotes for remediation. Quotes are expected by the September meeting.

A motion to adjourn the meeting at 8:05 was made by Robert Hughes, seconded by Edward Price and approved unanimously.