

Minutes of the Regular Meeting of the Trustees of
Cold Spring Harbor Library
December 2, 2024

In Attendance:

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

Absent: David Berman

The meeting was called to order at 7:05

Meeting Minutes

A motion to approve November 4, 2024, meeting minutes was made by Janice Rochstein, seconded by Sandra Capek-O'Grady, and approved unanimously.

Financial Matters

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

Checking:	\$ -6,444.44
Money Market:	\$326,729.85
Everbank CD 12 months 8/25/25	\$212,772.11
FBLI CD 12 months 4/5/25	\$261,284.87
FBLI CD 12 months 10/15/25	\$267,562.37
Revenue:	\$289,334.80
Expenditure:	\$187,178.48

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

A motion to accept the Claims Auditor's report dated 11/26/24 was made by Edward Price, seconded by Vincent Parziale, and approved unanimously.

Budget Planning

The Policy Committee and Financial Procedures Committee presented options for budget planning using the Reserve Fund Policy for parameters.

Library Operations

Library trustees must complete two hours of training before December 31. In-person training will be held at the South Huntington Library on Wednesday, December 11 at 6:30 PM. Online webinars are also available.

The discussion about creating a Strategic Planning Committee was postponed until the next meeting.

A motion to accept Charles Towers' donation of Pauline Gore Emmert's painting, Cold Spring Harbor, was made by Vincent Parziale, seconded by Janice Rochstein, and approved unanimously.

A motion to go into an executive session to review staff bonuses was made by Edward Price, seconded by Sandra Capek O'Grady, and approved unanimously.

A motion to exit executive session was made by Edward Price, seconded by Robert Hughes, and approved unanimously.

A motion to approve staff bonuses for 2024 was made by Vincent Parziale, seconded by Sandra Capek-O'Grady, and approved unanimously.

The Board reviewed proposals for landscaping and agreed to obtain a general plan with cost estimates from an independent contractor to provide criteria for soliciting new proposals.

A motion to adjourn the meeting at 8:12 was made by Sandra Capek-O'Grady, seconded by Edward Price, and approved unanimously.