

**PORT JEFFERSON FREE LIBRARY  
BOARD OF TRUSTEE EMERGENCY MEETING MINUTES**

Meeting Date: January 5, 2022

Meeting Time: 6:00 p.m.

Present:	John Grossman, President	Jennifer Schaefer, Trustee
	Joseph Orofino, Financial Officer	Thomas Donlon, Library Director
	Nicole Connelly, Secretary	Jennifer DeLeo, Business Manager
	Karyn Jensen, Trustee	Tori Marmol, Executive Assistant
	Joel Rosenthal, Trustee	

Absent w/Excuse: Christian Neubert, Vice President

**I. CALL TO ORDER, *introductory remarks***

J. Grossman called the meeting to order at 6:02 p.m.

**A. Comments from the Board**

None.

**B. Comments from the Public**

None present.

**II. COVID-19 DISCUSSION**

Reviewed and discussed the current COVID-19 surge and the impact it is having with staff shortages.

MOTION to close the Port Jefferson Free Library to walk-in traffic and operate as curbside only from 12:00 p.m.-5:00 p.m. effective Thursday, January 6, 2022 until further notice.  
(Rosenthal; Connelly) unanimously approved

**III. ADJOURNMENT**

MOTION to adjourn the meeting at 6:10 p.m. (Orofino; Jensen) unanimously approved

Respectfully submitted,

Nicole Connelly,  
Secretary, Board of Trustees

*Recorded by Tori Marmol*