1		PORT JEFFERSON FREE LIBRARY			
2		BOARD OF TRUSTEE MEETING MINUTES			
3					
4	Meeting Date:		March 24, 2025		
5	Mee	ting Time:	5:00 p.m.		
6 7	Present:		Karyn Jensen, Vice President Joseph Orofino, Financial Officer	Jenny Bloom, Director Jennifer DeLeo, Business Manager	
8			Emily Murphy, Trustee	Lisa McDonnell, Asst to the Business Manager	
9			Kristen Reilly, Trustee		
10			Andrew Thomas, Trustee		
11 12	Abse	-nt·	John Grossman, President		
13	Ausent.		Nicole Connelly, Secretary		
14					
15	I.	CALL TO	ORDER, introductory remarks		
16		-	called the meeting to order at 5:08	3 p.m.	
17			ients from the Board. None		
18		B. Comm	ents from the Public. None		
19 20	II.	APPROV	AL OF AGENDA/MINUTES		
20	11.			24, 2025 Board of Trustee Meeting. (Reilly; Jensen)	
22			sly approved	121, 2020 Dourd of Trustee Meeting. (Reinly, Jensen)	
23				ary 24, 2025 Board of Trustee Meeting. (Jensen; Murphy)	
24			sly approved	ay 24, 2025 Bourd of Hubber Meeting. (Jonson, Marphy)	
25				4, 2025 Board of Trustee Special Meeting. (Jensen; Murphy)	
26			sly approved		
27					
28	III.	FINANCI	AL REPORTS		
29			ess Manager's Report to the Treasu		
30				Revenue for the Month Ending January 31, 2025	
31		-	ting Payrolls and Warrants		
32				5,086.66) and February 28, 2025 (\$3,499.29)	
33				558,118.23) and February 28, 2025 (\$58,306.70)	
34		-		40,399.85) and March 24, 2025 (\$9,129.86)	
35		4. War	rant of March 24, 2025 (\$55,787.78)		
36		MOTION			
37				presented. (Jensen; Reilly) unanimously approved	
38				OA Primary Reserve Savings Account and into the BOA	
39		Capital Fu	nd Checking Account. (Jensen; Reill	y) unanimously approved	
40	TX 7		/ DEBODTO		
41	IV.		Y REPORTS		
42		A. Directo	-		
43		•	-	e April 8 th budget vote. Absentee ballots are available.	
44		•	SCLS has asked us all to advocate o		
45		•	Door fob project is almost complete		
46		•	The Grand Opening of the Teen Cer	nter went well. 415 visited on Friday and 138 on Saturday.	

47		Our new Network and Systems Administrator has started.
48		• We are making a NYSHIP motion tonight.
49		• We have started interviewing for the full-time custodian position.
50		• A motion needs to be approved to pay Belfor for completed work at 205 E Main.
51		 A motion needs to be approved to renew landscaping contract.
52		The motion needs to be approved to renew fundscaping contract.
53		B. Personnel-None
53 54		D. I EI SOIMEI- NOME
54 55	V.	UNFINISHED BUSINESS
55 56	v .	None
50 57		None
58	VI.	NEW BUSINESS
59		A. Landscaping Contract
60		MOTION to approve the contract from Homestyle Landscaping & Design in the amount of \$9,150.00
61		for the contract year March 15, 2025-December 31, 2025. (Reilly; Jensen) unanimously approved
62		B. 205 E Main
63		MOTION to approve payment to Belfor in the amount of \$7,980.00 for work completed at 205 E Main
64		Street. (Reilly; Jensen) unanimously approved
65		MOTION to approve payment to Belfor in the amount of \$103,539.05 for work completed at 205 E
66		Main Street. (Murphy; Jensen) unanimously approved
67		C. NYSHIP
68		MOTION to approve new employees to be eligible for health insurance on the day of hire.
69		(Murphy; Thomas) unanimously approved
70 71	VII	. CORRESPONDENCE AND COMMUNICATION
72	v 11.	None
73		None
74	VIII	I. COMMENTS FROM THE PUBLIC
75		None present
76		
77	IX.	COMMENTS FROM THE BOARD
78		None
79		
80	X.	ADJOURNMENT
81		MOTION to adjourn the meeting at 5:28 p.m. (Jensen; Murphy) unanimously approved
82		
83	Res	spectfully submitted,
84	1	
85		
86		
87	Nico	cole Connelly,
88		cretary, Board of Trustees
89	Jeci	icary, board of frustees
89 90	Roor	orded by Lisa McDonnell
	Nect	
91		