

1 **PORT JEFFERSON FREE LIBRARY**  
2 **BOARD OF TRUSTEE SPECIAL MEETING MINUTES**  
3

4 Meeting Date: December 29, 2025

5 Meeting Time: 1:00 p.m.

6 Present: John Grossman, President

7 Joseph Orofino, Financial Officer

8 Nicole Connelly, Secretary

9 Kristen Reilly, Trustee

Jenny Bloom, Director

Jennifer DeLeo, Business Manager

Lisa McDonnell, Asst to the Business Manager

10  
11 Absent: Karyn Jensen, Vice President

12 Emily Murphy, Trustee

13 Andrew Thomas, Trustee  
14  
15

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

17 J. Grossman called the meeting to order at 1:02 p.m.

18 A. Comments from the Board. None

19 B. Comments from the Public. None  
20

21 **II. APPROVAL OF AGENDA/MINUTES**

22 **MOTION** to approve the agenda for the December 29, 2025 Board of Trustee Special Meeting.

23 (Connelly; Orofino) unanimously approved  
24

25 **III. LIBRARY REPORTS**

26 **A. Personnel**

27 **MOTION** to hire Matteo Aparicio as Custodian at \$21.58/hr., effective immediately.

28 (Orofino; Connelly) unanimously approved

29 **MOTION** to accept the resignation of part-time clerk Kai Kubik as of January 07, 2026.

30 (Reilly; Connelly) unanimously approved  
31

32 **IV. UNFINISHED BUSINESS**

33 **A. Board of Trustees – Slate of Officer Nominations**

34 **MOTION** to nominate the following for the Slate of Officers. (Orofino; Reilly) unanimously approved  
35

36 *President, John Grossman,*

37 *Vice President, Kristen Reilly*

38 *Financial Officer, Joe Orofino*

39 *Secretary, TBD*  
40

41 **V. NEW BUSINESS**

42 None  
43

44 **VI. COMMENTS FROM THE PUBLIC**

45 None  
46  
47  
48

49 **IX. ADJOURNMENT**

50 **MOTION** to adjourn the meeting at 1:10 p.m. (Reilly; Connelly) unanimously approved

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52  
53 Respectfully submitted,

54  
55  
56  
57 Nicole Connelly,  
58 Secretary, Board of Trustees

59  
60 *Recorded by Lisa McDonnell*