

PORT JEFFERSON FREE LIBRARY BOARD OF TRUSTEE MEETING MINUTES

Meeting Date: April 27, 2026

Meeting Time: 5:00 p.m.

Present: John Grossman, President
Kristen Reilly, Vice President
Joseph Orofino, Financial Officer
Nicole Connelly, Secretary
Emily Murphy, Trustee
Kristina Pedersen, Trustee
Andrew Thomas, Trustee
Jenny Bloom, Director
Jennifer DeLeo, Business Manager
Lisa McDonnell, Asst to the Business Manager

I. CALL TO ORDER, *introductory remarks*

J. Grossman called the meeting to order at 5:03 p.m.

A. Comments from the Board. None

B. Comments from the Public. None

II. APPROVAL OF AGENDA/MINUTES

MOTION to approve the agenda for the April 27, 2026 Board of Trustee Meeting.

(Orfino; Connelly) unanimously approved

MOTION to accept the minutes of the March 23, 2026 Board of Trustee Meeting.

(Orfino; Connelly) unanimously approved

MOTION to accept the minutes of the March 30, 2026 Board of Trustee Special Meeting.

(Pedersen; Reilly) unanimously approved

III. FINANCIAL REPORTS

A. Business Manager's Report to the Treasurer

B. Comparative Statements of Expenses and Revenue for the Months Ending March 31, 2026.

C. Reporting Payrolls and Warrants

1. FAO Warrants of March 13, 2026 (\$75,862.49), March 27, 2026 (\$7,112.17)
2. Payroll Warrants of March 13, 2026 (\$59,852.57), March 27, 2026 (\$59,880.29)
4. Warrant of April 27, 2026, 2026 (\$70,167.33).

MOTION to accept all Financial Warrants as presented. (Murphy; Connelly) unanimously approved

IV. LIBRARY REPORTS

A. Director Report

- 2026-2027 Budget passed by an 80-11 decision.
- The annual report has been provisionally submitted and requires a motion to approve final submission.
- The Library's catalog transitioned to its new platform smoothly.
- We have 2 Personnel motions that need approval.
- We are asking for a motion to approve work to fix/improve the entrance doors to the library.
- Forms for the Director's Evaluation will be sent to Trustees.
- Discussing a display with the Long Island Sports Hall of Fame of Port Jefferson's inducted athletes.
- Considering revising the library card without a photo on the card.

MOTION to move the meeting into Executive Session to discuss a personnel separation issue at 5:35p.m. (Reilly; Orofino) unanimously approved

MOTION to resume the regular board meeting at 6:11 p.m. (Orofino; Connelly) unanimously approved

B. Personnel

MOTION to accept the termination of Custodian Trent Hyman as of April 12, 2026. (Connelly; Pedersen) unanimously approved

MOTION to hire Kai Kubik as a temporary Clerk at \$21.58/hr., effective immediately. (Reilly; Orofino) unanimously approved

RESOLVED, that Board President John Grossman is authorized to execute a Settlement and Release Agreement between the Board of Trustees and Salvatore Filosa, Department Head of Teen and Technical Services, effective immediately. Yes-Grossman, Reilly, Orofino, Connelly, Pedersen Abstain-Thomas, Murphy.

V. UNFINISHED BUSINESS

None

VI. NEW BUSINESS

A. Annual Report

MOTION to approve Port Jefferson's Annual New York State Report for Public and Association Libraries-2025 pending SCLS approval. (Reilly; Pedersen) unanimously approved

B. Fidelity

MOTION to approve the transfer of the entire balance of the Fidelity Money Market account to the Bank of America Primary Reserve Savings account, effective immediately. (Orofino; Connelly) unanimously approved

C. Door Repairs

MOTION to accept the 3 proposals from Island Master Locksmith, LLC in the amount of \$13,368.02 for door repairs. (Connelly; Pedersen) unanimously approved

VII. CORRESPONDENCE AND COMMUNICATION

None

VIII. COMMENTS FROM THE PUBLIC

None

IX. ADJOURNMENT

MOTION to adjourn the meeting at 6:15 p.m. (Orofino; Reilly) unanimously approved

Respectfully submitted,

Nicole Connelly,
Secretary, Board of Trustees

Recorded by Lisa McDonnell