

PORT JEFFERSON FREE LIBRARY BOARD OF TRUSTEE MEETING AGENDA

Meeting Date: April 27, 2026
Meeting Place: Library Conference Room
Meeting Time: 5:00 p.m.

I. CALL TO ORDER, *introductory remarks*

- A. Comments from the Board.**
- B. Comments from the Public.**

II. APPROVAL OF AGENDA/MINUTES

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

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

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

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 and March 27, 2026.
2. Payroll Warrants of March 13, 2026, and March 27, 2026
3. Warrant of April 27, 2026.

MOTION to accept all Financial Warrants as presented.

IV. LIBRARY REPORTS

A. Director Report

B. Personnel

MOTION to accept the termination of Custodian Trent Hyman as of April 12, 2026.

MOTION to hire Kai Kubik as a temporary Clerk at \$21.58/hr., effective immediately.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

A. Annual Report

MOTION to approve the Port Jefferson Annual Report for Public and Association Libraries-2025
Pending SCLS approval.

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.

C. New Doors

MOTION to accept the 3 proposals from Island Master Locksmith, LLC in the amount of
\$13,368.02 for new doors.

VII. CORRESPONDENCE AND COMMUNICATION

VIII. COMMENTS FROM THE PUBLIC

Executive session (if necessary)

Reconvene to public session (if necessary)

IX. ADJOURNMENT

Next Board Meeting: Monday, May 18, 2026 - 5:00 p.m.