

PORT JEFFERSON FREE LIBRARY BOARD OF TRUSTEE MEETING MINUTES

Meeting Date: May 18, 2026

Meeting Time: 5:00 p.m.

Present: Kristen Reilly, Vice President
Joseph Orofino, Financial Officer
Emily Murphy, Trustee -Zoom
Andrew Thomas, Trustee

Jenny Bloom, Director
Jennifer DeLeo, Business Manager
Lisa McDonnell, Asst to the Business Manager

Absent w/Excuse: John Grossman, President
Absent Nicole Connelly, Secretary

Kristina Pedersen, Trustee

I. CALL TO ORDER, *introductory remarks*

K. Reilly called the meeting to order at 5:15 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 May 18, 2026 Board of Trustee Meeting.

(Orofino; Thomas) unanimously approved

MOTION to accept the minutes of the April 27, 2026 Board of Trustee Meeting.

(Orofino; Thomas) unanimously approved

III. FINANCIAL REPORTS

A. Business Manager's Report to the Treasurer

B. Comparative Statements of Expenses and Revenue for the Months Ending April 30, 2026.

C. Reporting Payrolls and Warrants

1. FAO Warrants of April 10, 2026 (\$75,429.64), April 24, 2026 (\$6,535.39).

2. Payroll Warrants of April 10, 2026 (\$59,666.44), April 24, 2026 (\$60,373.48).

3. Warrant of May 18, 2026 (\$30,164.49).

MOTION to accept all Financial Warrants as presented. (Orofino; Thomas) unanimously approved

IV. LIBRARY REPORTS

A. Director Report

- We held our first Teen Job Boot Camp and it was a success.
- The landscape design project will begin soon.
- Work on our entrance doors has begun.
- We had plumbers here to address the problem with our downstairs public restrooms.
- We will be making 2 personnel motions. One to hire summer pages and one to hire a new custodian.

B. Personnel

MOTION to hire Keven Guerrero as a full-time custodian at \$21.58/hr., effective May 19, 2026. (Thomas; Orofino) unanimously approved

MOTION to approve the hire of Gideon Cesare, Nina Gnatenko, Dylan Sproul, Andrey Polyanskiy, Jenna Elbahey, Paige Urcuiolio, Brian Hyryez, and Leana Tishim as seasonal Summer Reading Pages at \$17.00 per hour, effective immediately. (Murphy; Orofino) unanimously approved

V. UNFINISHED BUSINESS

None

VI. NEW BUSINESS

A. Fidelity

MOTION to purchase a 6-month Treasury Bill at \$1,500,000 through Fidelity. (Orofino; Thomas) unanimously approved

VII. CORRESPONDENCE AND COMMUNICATION

None

VIII. COMMENTS FROM THE PUBLIC

None

IX. ADJOURNMENT

MOTION to adjourn the meeting at 5:33 p.m. (Thomas; Orofino) unanimously approved

Respectfully submitted,

Nicole Connelly,
Secretary, Board of Trustees

Recorded by Lisa McDonnell