

# **PORT JEFFERSON FREE LIBRARY BOARD OF TRUSTEE MEETING AGENDA**

Meeting Date: June 22, 2026

Meeting Place: Library Conference Room

Secondary Meeting Place: 1 American Row, Hartford, CT 06102

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 June 22, 2026 Board of Trustee Meeting.

**MOTION** to accept the minutes of the May 18, 2026 Board of Trustee Meeting.

**MOTION** to accept the minutes of the May 20, 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 May 31, 2026.**

**C. Reporting Payrolls and Warrants**

1. FAO Warrants of May 8, 2026 and May 22, 2026.
2. Payroll Warrants of May 8, 2026, and May 22, 2026
3. Capital Warrant of May 18, 2026 and June 22, 2026
4. Warrant of June 22, 2026.

**MOTION** to accept all Financial Warrants as presented.

## **IV. LIBRARY REPORTS**

**A. Director Report**

**B. Personnel**

**MOTION** to approve a 2% pay increase to confidential employees Jenny Bloom, Jennifer DeLeo and Lisa McDonnell beginning July 1, 2026.

## **V. UNFINISHED BUSINESS**

## **VI. NEW BUSINESS**

**A. Library Audit Proposal**

**MOTION** to accept the 2026 Library Audit Proposal from Baldessari & Coster LLP in the amount of \$13,550.

**B. SCLS**

**MOTION** to approve payment to SCLS in the amount of \$12,000 for Telecommunications annual payment.

**C. Reorganization**

**MOTION** to accept the 2026-2027 reorganization document as presented.

**D. Board Calendar**

**MOTION** to approve the 2027 Board of Trustees Meeting /Annual Election dates calendar.

**E. Approved Vendor List**

**MOTION** to approve the vendor list for FAO warrant payments in the 2026-2027 fiscal year.

**F. Bank of America**

**MOTION** to transfer the entire balance in the Operating Savings Account to the Budget Reserves Savings Account, effective immediately.

**MOTION** to close the Operating Savings Account, effective immediately.

**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, July 27, 2026 - 5:00 p.m.*