PORT JEFFERSON FREE LIBRARY
BOARD OF TRUSTEE MEETING AGENDA

Meeting Date: July 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 July 27, 2026 Board of Trustee Meeting.
MOTION to accept the minutes of the June 22, 2026 Board of Trustee Meeting.

III. FINANCIAL REPORTS

A. Business Manager's Report to the Treasurer

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

C. Reporting Payrolls and Warrants

1. FAO Warrants of June 5, 2026 and June 19, 2026.
2. Payroll Warrants of June 5, 2026, and June 19, 2026
3. Capital Warrant of June 5, 2026 & June 12, 2026.
4. Warrant of July 27, 2026.

MOTION to accept all Financial Warrants as presented.

IV. LIBRARY REPORTS

A. Director Report

B. Personnel

MOTION to accept the resignation of part-time Librarian Diana LaMarca effective June 30, 2026.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

A. Contracts

MOTION to accept the Comsewogue-Port Jefferson Library Services 2026-2027 Joint Contracts for service to Miller Place and Mount Sinai.

B. Workman's Comp

MOTION to accept the annual workman's comp insurance bill in the amount of $12,657.00 to be paid in 4 installments.

C. Capital Fund

MOTION to accept the transfer of funds in the amount of $76,500 from the Operating Fund to the Capital Fund as per the April 14, 2026 Library Budget vote.

D. Fidelity
MOTION to purchase a 6-month Treasury Bill at $2,000,000 through Fidelity.

E. Plumbing
MOTION to accept the quote from Maccarone Plumbing in the amount of $33,261.80 to furnish and install two ejector pumps & controls.

F. Doors
MOTION to accept the quote from Island Master Locksmith, LLC in the amount of $15,358.98 to install a new telescoping sliding door system.

G. Painting
MOTION to accept the quote from A and D Dynamics Designs, Inc in the amount of $8,916.00 to paint the exterior soffits and columns of the library.

H. Ingram
MOTION to approve payment to Ingram in the amount of $11,645.25 for books.

I. SCLS
MOTION to approve payment to SCLS in the amount of $11,872.61 for Aquarium & Adventureland tickets, Data Axle renewal and overdues processed.

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, August 24, 2026 - 5:00 p.m.