PORT JEFFERSON FREE LIBRARY
BOARD OF TRUSTEE MEETING AGENDA

Meeting Date: November 16, 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 November 16, 2026 Board of Trustee Meeting.

MOTION to accept the minutes of the October 26, 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 October 31, 2026.

C. Reporting Payrolls and Warrants

1. FAO Warrants of October 09, 2026 and October 23, 2026.
2. Payroll Warrants October 09, 2026 and October 23, 2026.
3. Capital Warrant of October 09, 2026 and October 23, 2026 and November 16, 2026.
4. Warrant of November 16, 2026.

MOTION to accept all Financial Warrants as presented.

IV. LIBRARY REPORTS

A. Director Report

B. Personnel

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

A. Library Audit Report-guest speaker Al Coster, CPA of Baldessari & Coster LLP.

MOTION to accept the June 30, 2026 Library Audit report as presented.

MOTION to approve payment to Baldessari & Coster LLP for the 2025-2026 Audit in the amount of $14,625.00.

B. SCLS

MOTION to cast five votes in favor of the SCLS Fiscal Year 2027 Operating Budget as presented.

C. NYSLRS

MOTION to approve the annual payment to New York State & Local Retirement System in the amount of $365,291.00.

D. Furniture

MOTION to amend cost of the October 26, 2026 motion from Allseating for furniture from $17,598.00 to $17,914.71.

MOTION to accept the quote from Nickerson for furniture in the amount of $8,200.00.

MOTION to accept the quote from Gus Designs Group Inc for furniture in the amount of $14,053.33.

MOTION to accept the quote from Crow Works for furniture in the amount of $28,461.00.

E. Fidelity

MOTION to purchase a 6-month Treasury Bill at $1,500,000.00 through Fidelity, effective immediately.

F. Capital Fund

MOTION to transfer $150,000.00 out of the BOA Primary Reserve Savings Account and into the BOA Capital Fund Checking Account.

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, December 14, 2026 - 5:00 p.m.