

**Regular Meeting of the Board of Trustees
Riverhead Free Library
Wednesday, November 12, 2025 4:30 PM - Grand Room**

PLEASE NOTE: PLEASE SILENCE CELL PHONES DURING THE BOARD MEETING

AMENDED AGENDA

Call to Order

- I Pledge of Allegiance
- II Agenda Review and Approval
- III Approval of the Minutes from the October 8, 2025 Regular Meeting
- IV Period of Public Expression
- V Treasurer's Report (***Susan Bergmann**)
 - A. Approval of Bills
 - B. Report of Receipts and Disbursements
 - C. Approval of Warrants
 - 1. **25-11-1** General Fund Checking
 - 2. **25-11-2** General Fund Money Market
 - 3. **25-11-3** General Fund Money Market
 - 4. **25-11-4** General Fund Payroll
 - 5. **25-11-5** Capital Project Fund Money Market
 - D. Bank Reconciliations - **October 31, 2025**
- VI Correspondence
- VII Director's Report
- VIII Assistant Director's Report
- IX Committee Reports (* = **Chairperson**)
 - A. Personnel (***Mary McDonnell**)
 - **Approval of Payroll and Personnel Report**
 - **Resolution #25-629 Approval to Hire Zachary Svendsen**
 - **Resolution #25-631 Approval to Hire Christopher Baumeister**
 - B. Buildings, Grounds & Equipment (***William Sandback**)
 - **Resolution #25-632 Approval to Contract with Five Star Painting for Repairs & Refinishing of Woodwork**
 - **Resolution #25-633 Approval to Contract with Five Star Painting for the Installation and Painting of Shaker Style Wainscoting**

- **Resolution #25-634 Approval to Contract with Health and Educational Equipment Corp. for a Solid Surface Corian Countertop**

C. Policy By-Laws & Objectives (***William Sandback**)

D. Finance (***Susan Bergmann**)

- **Resolution #25-630 Approval to Establish a Banking Relationship with Metropolitan Commercial Bank**

E. Fundraising (***Janet Vuturo**)

F. Plan of Service (***Board of Trustees**)

X Liaison Reports

A. Suffolk Cooperative Library System (**SCLS**) (***Susan Bergmann**)

X I Unfinished Business

X II New Business

X III Period of Board Expression

X IV Period of Public Expression

X V Executive Session - Personnel Matters

X VI Adjournment

Dates of Future Meetings: December 10, 2025

January 14, 2026

February 11, 2026

March 11, 2026

April 15, 2026

May 13, 2026

June 10, 2026