

**Regular Meeting of the Board of Trustees
Riverhead Free Library
Wednesday, May 14, 2025 6:30 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 April 9, 2025 Regular Meeting
- IV Period of Public Expression
- V Treasurer's Report (***Carlos Alvarez**)
 - A. Approval of Bills
 - B. Report of Receipts and Disbursements
 - C. Approval of Warrants
 - 1. **25-5-1** General Fund Checking
 - 2. **25-5-2** General Fund Money Market
 - 3. **25-5-3** General Fund Money Market
 - 4. **25-5-4** General Fund Payroll
 - 5. **25-5-5** Capital Project Fund Money Market
 - D. Bank Reconciliation - **April 30, 2025**
- VI Correspondence
- VII Director's Report
- VIII Assistant Director's Report
- IX Committee Reports (* = **Chairperson**)
 - A. Personnel (***Jeff Zeiger**)
 - **Approval of Payroll and Personnel Report**
 - **Resolution #25-591 Approval to Increase the Annual Salary of the Adult & Information Services Coordinator**
 - **Resolution #25-592 Approval to Increase the Annual Salary of the Business Manager**
 - **Resolution #25-593 Approval to Increase the Annual Salary of the Welcome Center Coordinator Patron Services**
 - **Resolution #25-594 Approval to Increase the Annual Salary of the Building Maintenance Manager**
 - **Resolution #25-595 Approval to Increase the Annual Salary of the Patron Services Coordinator**

- **Resolution #25-596 Approval to increase the Annual Salary of the Purchasing Coordinator**
- **Resolution #25-597 Approval to increase the Annual Salary of the Youth & Family Services Coordinator**
- **Resolution #25-598 Approval to increase the Annual Salary of the Program & Marketing Coordinator**
- **Resolution #25-599 Approval to increase the Annual Salary of the Co-Security Manager**
- **Resolution #25-600 Approval to increase the Annual Salary of the Co-Security Manager**
- B. Buildings, Grounds & Equipment (***Jeff Zeiger**)
 - **Resolution #25-601 Approval to Contract with Trane**
 - **Resolution #25-602 Approval to Contract with Health and Educational Equipment for Maker Space Casework**
 - **Resolution #25-603 Approval to Contract with Health and Educational Equipment for Maker Space KI Adjustable Tables and Stools**
 - **Resolution #25-604 Approval to Contract with Health and Educational Equipment for Special T Furniture**
- C. Policy By-Laws & Objectives (***William Sandback**)
- D. Finance (***Carlos Alvarez**)
 - **Resolution #25-605 Approval to Uncommit Unassigned Funds**
 - **Resolution #25-606 Approval to Transfer Unassigned Funds**
 - **Resolution #25-607 Approval to Change the Library's Credit Card**
- 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 - Legal Matter
- X VI Adjournment

Dates of Future Meetings: June 11, 2025