



273 Beaver Dam Road
Brookhaven, NY 11719
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Board of Trustees Meeting Minutes – Tuesday, January 21, 2025 - Approved

Present: M. Reitzel, K. Kirk-Murphy, S. Anderson, T. Kirk-Glynn, K. Dallin, B. LaValle, J. Subhash and A. Zutter (Director).

Absent: S. Anderson

President M. Reitzel called the meeting to order at 7:03 PM. (Dallin, Unanimous)

ADOPTION OF AGENDA:

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the proposed agenda dated Tuesday, January 21, 2025 meeting. (Reitzel, Subhash, Unanimous)

APPROVAL OF MINUTES:

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the minutes of the November 19, 2024 meeting. (Reitzel, Dallin, Unanimous)

PERIOD FOR PUBLIC EXPRESSION: None

CORRESPONDENCE: A resignation letter from board member Andrew Budris was shared with the Board of Trustees

TREASURER'S REPORT:

- The Treasurer's Report was distributed and reviewed.
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the Treasurer's Report for the month of December 2024. (Reitzel, Dallin, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of receipts and disbursements for the month of December 2024. (Reitzel, Dallin, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of warrants for the month of December 2024. (Reitzel, Dallin, Unanimous)

REPORTS:

PRESIDENT: None

DIRECTOR:

- The Director's Report was distributed, reviewed and discussed.
- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the Director's Report for the month of January 2025. (Reitzel, Kirk-Murphy, Unanimous)



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- Resolved that the Board of Trustees of the Brookhaven Free Library approves the hiring of Alexis Camarda for a new full-time Library Operations Manager position at a starting salary of \$65,000, effective January 21, 2025. (Reitzel, Subhash, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the Unattended Vulnerable Adult Policy. (Postponed)

COMMITTEE REPORTS:

Building and Grounds: None

Finance: None

Public Relations: None

Nominating: None

Technology: None

Administrative/Policy: None

NEW BUSINESS:

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the 2025 Calendar of Closings and Meeting Dates. (Reitzel, Subhash, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the 2025 Payroll Schedule. (Reitzel, Subhash, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the resignation of Andrew Budris from the Board of Trustees. (Reitzel, Subhash, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the nomination of Taryn Glynn to the Board of Trustees. (Reitzel, Dallin, Unanimous)

OLD BUSINESS:

- Nelson & Pope are still awaiting to hear back from the Town of Brookhaven to close out the Library's Site Improvement Project.

ADJOURNMENT:

- Resolved that the Board of Trustees of the Brookhaven Free Library approves to adjourn the meeting 7:50 PM. (Reitzel, Dallin, Unanimous)

Respectfully Submitted:

Brittany LaValle