



273 Beaver Dam Road
Brookhaven, NY 11719
Tel: 631-286-1923 Fax: 631-286-0120
www.brookhavenfreelibrary.org
bfl@brookhavenfreelibrary.org

Board of Trustees Meeting Minutes – Monday, February 10, 2025, 2025 - Approved

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

Absent: K. Kirk-Murphy, B. LaValle

President M. Reitzel called the meeting to order at 7:21 PM.

ADOPTION OF AGENDA:

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the proposed agenda dated Monday, February 10, 2025 meeting. (M. Reitzel, S. Anderson, Unanimous)

APPROVAL OF MINUTES:

- Approval of the minutes of the January, 2025 meeting was postponed.

PERIOD FOR PUBLIC EXPRESSION: None

CORRESPONDENCE: None

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 January 2025. (M. Reitzel, K. Dallin, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of receipts and disbursements for the month of January 2025. (M. Reitzel, K. Dallin, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of warrants for the month of January 2024. (M. Reitzel, K. Dallin, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the Treasurer's Report for the month of December 2024. (M. Reitzel, J. Subhash, 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. (M. Reitzel, J. Subhash, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of warrants for the month of December 2024. (M. Reitzel, J. Subhash, Unanimous)



273 Beaver Dam Road
Brookhaven, NY 11719
Tel: 631-286-1923 Fax: 631-286-0120
www.brookhavenfreelibrary.org
bfl@brookhavenfreelibrary.org

REPORTS:

PRESIDENT: No report.

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. (M. Reitzel, S. Anderson, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the job description for the part-time Business Manager posting. (M. Reitzel, S. Anderson, Unanimous)

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 proposed operating budget for the FY 2025-2026 and will seek tax appropriation in the amount of \$993,227. (M. Reitzel, J. Subhash, Unanimous)
- Albert Coster, C.P.A., of Baldessari & Coster presented the library's Independent Auditor's Report for FY 2023-2024.

OLD BUSINESS:

- The Site Improvement Project was discussed. The Board looks forward to additional updates to close out this project.

ADJOURNMENT: Resolved that the Board of Trustees of the Brookhaven Free Library approves to adjourn the meeting 8:44 PM. (M. Reitzel, J. Subhash, Unanimous)

Respectfully Submitted:

Megan Reitzel