
Meeting of the Board of Trustees – May 20, 2025 **Approved**

Present: A. Zutter, S. Anderson, B. LaValle, K. Kirk-Murphy, K. Dallin, J. Subhash, I. Gallo

Absent: M. Reitzel, T. Glynn

S. Anderson called the meeting to order at 7:02 PM.

Adoption of the Agenda

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the proposed agenda dated Tuesday, May 20, 2025. (Anderson, Subhash, Unanimous)

Approval of the Minutes

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the minutes of the Tuesday, April 15, 2025 meeting. (Anderson, Dallin, Unanimous)

Period for Public Expression: None

Correspondence: None

Reports:

President: None

Treasurer:

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the Treasurer's Report for the month of **April 2025**. (Anderson, Dallin, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of receipts and disbursements for the month of **April 2025**. (Anderson, LaValle, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of warrants for the month of **April 2025**. (Anderson, Subhash, Unanimous).

Director:

- The Director shared a project that the staff is working on. They have been creating brick children's books for the area near the book drop, and eventually other outdoor areas.
- The Director's Report was distributed and reviewed.
- Reports for the Library Operation Manager and the Head of Programming & Outreach were shared.
- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the



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Director's Report for the month of **April 2025**. (Anderson, Dallin, Unanimous)

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the hiring of Hailey DeVaul for a new full-time Business Manager & Tech Operations position at a starting salary of \$44,000, effective July 1, 2025. (Postponed until June 2025 meeting)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the destruction of records in accordance with the Record Retention and Disposition Schedule for New York Local Government Records LGS-01. (Anderson, Subhash, Unanimous)

Committee Reports:

Building and Grounds: None

Finance: None

Public Relations: None

Nominating: None

Technology: None

Administrative/Policy: None

New Business

- A new outdoor storage unit has been purchased to store the extra folding chairs.

Old Business

- Site Improvement Plan: The parking lines have been fixed and the garbage corral has been moved.

Adjournment

- Resolved that the Board of Trustees of the Brookhaven Free Library approves to adjourn the meeting at 7:34 PM. (Anderson, Dallin, Unanimous)

Respectfully submitted:

Brittany LaValle, Secretary