



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

Meeting of the Board of Trustees – June 17, 2025 **Approved**

Present: M. Reitzel, K. Dallin, S. Anderson, B. LaValle, J. Subhash, A. Zutter

Absent: T. Kirk-Glynn

M. Reitzel called the meeting to order at 7:03 PM.

Adoption of the Agenda

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the proposed agenda dated Tuesday, June 17, 2025. (Reitzel, LaValle, Unanimous)

Approval of the Minutes

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the minutes of the Tuesday, May 20, 2025, regular meeting. (Reitzel, Subhash, Unanimous)

Period for Public Expression: None

Correspondence:

- Audit Engagement Letter from Baldessari & Coster, LLP
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the engagement of the auditing firm, Baldessari & Coster, LLC (Reitzel, Kirk-Murphy, Unanimous)

Reports:

President: None

Treasurer:

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the Treasurer's Report for the month of **May 2025**. (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 **May 2025**. (Reitzel, Dallin, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of warrants for the month of **May 2025**. (Reitzel, Dallin, Unanimous).

Director:

- The Director's Report was distributed and reviewed.
- Reports for the Library Operation Manager and the Head of Programming & Outreach were shared.



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- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the Director's Report for the month of **May 2025**. (Reitzel, Subhash, 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 (Reitzel, Kirk-Murphy, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library will request a Tax Anticipation Note (TAN) from the South Country Central School District for the amount of \$ 300,000 for FY 2025-2026 (Reitzel, Dallin, Unanimous).

Committee Reports:

Building and Grounds: None

Finance: None

Public Relations: None

Nominating: None

Technology: None

Administrative/Policy: None

New Business

- None

Old Business

- Resolved that the Board of Trustees of the Brookhaven Free Library approves a one-time, \$500 bonus to Director, Anthony Zutter (Reitzel, Anderson, Unanimous)
- The Town of Brookhaven is aware that the Site Improvement Project is complete. The Library is just waiting for the town to visit to close out the project.

Adjournment

- Resolved that the Board of Trustees of the Brookhaven Free Library approves to adjourn the meeting at 7:43 PM. (Reitzel, Dallin, Unanimous)

Respectfully submitted:

Brittany LaValle, Secretary