

Unapproved

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF TRUSTEES
of the
BAY SHORE--BRIGHTWATERS PUBLIC LIBRARY
January 23, 2026**

(The meeting was rescheduled from Monday, January 26, 2026 due to a forecasted significant snowstorm on Sunday, January 25, 2026 through Monday, January 26, 2026. Advanced notification was given to the public.)

Present

Mrs. Joan Mason-Dollmann, Secretary

Mrs. Diane Hartill, Finance Officer

Mr. Harry Brown, Trustee

Also present, Andrew Story, Director; Katie McIntyre, Assistant Director; Janet Anderson, Business Manager

Call to Order

Mrs. Mason-Dollmann called the meeting to order at 10:30 AM.

The Pledge of Allegiance was recited.

Approval of Minutes

There was a motion to approve the minutes of the November 24, 2025 Regular Meeting of the Board of Trustees. (Hartill, Brown; unanimous)

Period for Public Expression

None.

Correspondence

None.

Director's Report

The Board reviewed the Director's Reports for November 2025 and December 2025 with interest.

Financial Report

The Board reviewed the Financial Reports for November 2025 and December 2025.

The December 2025 and January 2026 bills were presented and there was a motion to approve them. (Brown, Hartill; unanimous)

Personnel Report

There was a motion to approve the Personnel Reports for December 2025 and January 2026. (Mason-Dollmann, Hartill; unanimous)

New Business

Mr. Story informed the Board that he would be attending Library Advocacy Day in Albany on February 2 and 3, 2026.

Mr. Story informed the Board that he and Ms. Anderson were preparing a draft of the proposed budget for FY 26-27 for their review.

Old Business

Mr. Story informed the board that it was confirmed with Island Elevator that the public and staff elevators have a recoil mechanism that lowers the elevator to the main floor in the event of a fire. In the event of a power failure battery backups will lower the elevator to the main floor as well.

Mr. Story informed the board that a new carpet vendor was being looked for to complete a project in the upper level stacks.

Executive Session

There was a motion at 11:30 AM to enter into Executive Session to discuss particular employees and their employment status. (Mason-Dollmann, Hartill; unanimous)

There was a motion to exit Executive Session at 11:45 AM. (Mason-Dollmann, Hartill; unanimous)

There was a motion to approve the anonymous staff donation of 15 vacation days to employee #103 in accordance with the Contribution of Leave Time policy for employees with an urgent family situation. (Mason-Dollmann, Brown; unanimous)

Next Library Board meeting

Monday, February 23, 2026

Adjournment

There being no further business, there was a motion to adjourn at 11:55 AM. (Brown, Hartill; unanimous)

Respectfully submitted,

Mrs. Joan Mason-Dollmann, Secretary