

Unapproved

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
of the
BAY SHORE – BRIGHTWATERS PUBLIC LIBRARY
September 29, 2025**

Present

Mrs. Frances Bell, President
Mr. Francis Pooley, Vice-President
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. Bell called the meeting to order at 6:05pm, and the Pledge of Allegiance was recited.

Approval of Minutes

There was a motion to approve the minutes of the August 25, 2025 Reorganizational Meeting of the Board of Trustees with typos corrected. (Hartill, Brown; unanimous)

There was a motion to approve the minutes of the August 25, 2025 Regular Meeting of the Board of Trustees. (Hartill, Brown; unanimous)

Period for Public Expression

None.

Correspondence

None.

Director' Report

The Board reviewed the Director's Report with interest.

Financial Report

The Board reviewed the Financial Reports.

The September Bills were presented and there was a motion to approve them. (Hartill, Mason-Dollmann; unanimous)

Personnel Report

There was a motion to approve the Personnel Report. (Pooley, Brown; unanimous)

New Business

Mr. Story informed the Board that:

- 1) A Notary Public Policy was being written.
- 2) The Library was accepting a donation of furniture from the Central Islip Library that is undergoing a renovation.
- 3) A former study room that is now being used for storage is being converted into an office for Assistant Director, Katie McIntyre. All agreed it was a good idea to have an administrator on the first floor.
- 4) A new Little Free Library was installed to replace the old, leaking Little Free Library.
- 5) Display shelves were added above the reference collection on the 2nd Floor.
- 6) The electric cable to the well pump was successfully replaced.
- 7) The Library is hosting a Legislative Breakfast with Assemblyman Ramos on Friday, October 3 at 10:30 AM.
- 8) 2 bins to collect paper for offsite shredding have been added to the lobby.

Old Business

Mr. Story gave updates to the board on

- 1) The revision of the Health Insurance Policy.
- 2) Carpet for the Upper Stacks.
- 3) Renovation of the Staff Lounge.
- 4) Door for the circulation office.

Executive Session

There was a motion at 6:45pm to enter into Executive Session to discuss particular employees in relation to their employment status. (Brown, Hartill: unanimous)

There was a motion to exit Executive Session at 7:15pm. (Brown, Mason-Dollmann: unanimous)
No action was taken.

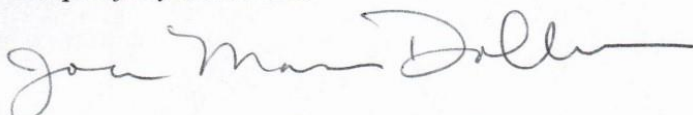
Next Library Board meeting

Monday, October 27, 2025, at 6pm.

Adjournment

There being no further business, there was a motion to adjourn at 7:15pm. (Brown, Mason-Dollmann: unanimous)

Respectfully submitted,



Mrs. Joan Mason-Dollmann, Secretary