

Approved

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
of the  
ELWOOD PUBLIC LIBRARY DISTRICT  
Held, March 27, 2025 at  
Elwood Public Library, East Northport, NY**

**Present**

Trisha Johnston, President  
John Gaynor, Vice-President  
Randall Koster, Secretary  
Nadine Araoz-Beuka, Finance Officer  
Marla Band, Trustee

**Absent**

**Also present**

Andrew Salomon, Library Director

**Call to Order**

Ms. Johnston called the meeting to order at 6:30pm with a quorum present.

**Agenda**

There was a motion to adopt the agenda (Gaynor, Band; unanimous)

**Approval of the Minutes**

There was a motion to approve the minutes of the February 13th, 2025 Board of Trustees meeting.  
(Araoz-Beuka, Gaynor; unanimous)

**Financial Report**

The financial statements were presented.

There was a motion to approve Unpaid General Fund Expenditures (schedule 1) in the amount of \$65,656.88 (Koster, Araoz-Beuka; unanimous)

There was a motion to approve Unpaid and Paid General Fund Expenditures for the Director's Contingency Account (schedule 2) in the amount of \$4,331.98 (Gaynor, Band; unanimous)

There was a motion to approve General Fund Payroll Expenditures (schedule 3) in the amount of \$55,488.65 (Band, Koster; unanimous)

**Staff Reports**

Andrew Salomon, Library Director, discussed staff reports.

**Unfinished Business**

There was a discussion pertaining to the recently opened New York Liquid Asset Fund Account.

There was a discussion regarding the library switching its email service to Microsoft Outlook.

There was a discussion regarding recent plumbing issues affecting the Public Restrooms.

### **New Business**

There was a motion to approve the 2024 New York State Annual report for Public and Association Libraries. (Gaynor, Band; unanimous).

There was a motion to approve the Librarian I, Mary Bixson to attend the “2025 Long Island Library Conference” to be held on Thursday May 8<sup>th</sup>, 2025 at the Melville Marriot with reimbursement for conference registration not to exceed \$85.00. (Gaynor, Koster; unanimous).

There was a discussion concerning the New York State Budget and the recent Executive Order calling for the elimination of the Institute of Museum and Library Services and how both will impact public libraries on Long Island.

### **Executive Session**

There was a motion to go into Executive Session at 7:24pm to discuss an issue pertaining to real property and a personnel matter relating to the employment history of an individual. (Band, Gaynor; unanimous)

There was a motion to come out of Executive Session at 7:54pm with no action taken. (Araoz-Beuka, Band; unanimous)

### **Other**

Budget Vote and Trustee Election, Tuesday, April 8, 9:30am-9pm  
Next Board Meeting, Thursday, April 24, 2025, 6:30pm

### **Adjournment**

There being no further business, there was a motion to adjourn the meeting at 7:54pm. (Band, Koster; unanimous)

*Respectfully submitted*

Randall Koster, Secretary