

AGENDA

Regular Meeting of the Board of Trustees of the Hewlett-Woodmere Public Library of November 17, 2025

The Library's Board of Trustees requests that persons attending this meeting sign the attendance sheet and be seated in the area set-aside for visitors. Thank you.

I. CALL TO ORDER

II. AGENDA: Adoption of Agenda [MOTION]

III. INVITED GUESTS

- A. Brian Cleary, CPA/Treasurer, HWPL Financial Overview
- B. Will Recce, SCC Construction

IV. MINUTES

- A. Regular Meeting of October 14, 2025 [MOTION]
- B. Special Meeting of October 21, 2025 [MOTION]

V. FINANCE

- A. Revenue Budget Status – Fund L – October - \$577,493.01
- B. Revenue Budget Status through 7/1/2025 to 10/31/2025 - \$2,303,700.60
- C. Appropriation Status Current Month & Up to Date 10/31/25 – Fund L
\$1,937,882.62
- D. Appropriation Status Current Month & Up to Date 10/31/25 – Fund
H-\$3,682.20
- E. Summary Warrant #13 & #15 - October – Fund L AP - \$200,072.43
- F. Summary Warrant #14 - October – Fund L Payroll - \$217,680.92
- G. Summary Warrant #3 – October-Fund H-\$2,404.20

[ONE MOTION TO ACCEPT ALL SUMMARY WARRANTS]

- H. Cash Worksheet – October 31, 2025
 - I. Gross Payroll – October - \$218,101.81
 - J. Budget Transfers- October-L-\$3,000.00 [SEPARATE MOTION]
- [ONE MOTION TO RECEIVE ALL AGENDA ITEMS RELATED TO
FINANCE FOR THE MONTH OF OCTOBER 2025]**

VI. PERSONNEL

- A. Schedule of Personnel Changes October 2025

VII. DIRECTOR'S REPORT

- A. Financial
- B. Policies
- C. Outreach / Publicity
- D. Building
- E. Personnel

ASSISTANT DIRECTOR'S REPORT

- A. Technology
- B. Projects with Personnel Clerk

VIII. DEPARTMENT HEADS' AND STAFF REPORTS

- A. Esther Fiber – Reference & Readers' Advisory Services – October 2025
- B. Caroline Lynch – Youth Services – October 2025
- C. Alicia Rispoli – Materials Management & Automated Services – October 2025
- D. Andrew Dachtera – Building & Grounds –October 2025

IX. RECOGNITION OF GUESTS: OPPORTUNITY FOR THE PUBLIC TO BE HEARD

Speakers are asked to observe these protocols:

- Please state your name and community of residence
- Please address your question or remarks to the Board through its President
- Please do not include any references to personnel of the library by name, and refrain from any personal attacks
- Please limit the time of your remarks as requested by the Board President

X. CORRESPONDENCE

XI. MEETINGS AND CONFERENCES

- A. Post-Conference Report – C. Nashak
- B. Post-Conference Report – S. Dalrymple
- C. Post-Conference Report-M. Feehan

XII. GIFTS

XIII. UNFINISHED BUSINESS

- A. Fire Alarm Replacement
- B. Roofing
- C. Security Cameras Upgrade
- D. Elevator Repair/Upgrade
- E. Member Library Support: *2026/2027* [MOTION]
- F. ILS Associated Services Budget 2026 [MOTION]

XIV. NEW BUSINESS

- A. Proposed Board Meeting Schedule January-June 2026
- B. Proposed Sunday Schedule January-June 2026

XV. STATISTICS

- A. Rolling Year Comparison –October
- B. Monthly Statistical Comparison – October 2025

- C. Circulation Analysis – CR 90.3 –October 2025
- D. Circulation Statistics – October 2025
- E. Program Attendance – October 2025
- G. NLS Circulation Report – September-October 2025

XVI. EXECUTIVE SESSION – 3 Items

XVII. ADJOURNMENT

The next meeting of the Board of Library Trustees will be held Monday, December 15, 2025 at 7:00 pm in the Trustees' Room of the Hewlett-Woodmere Public Library.