

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES QUOGUE LIBRARY

July,18 2025, was held in the QL Board room with Zoom option

The meeting commenced at 8:10am

The following Trustees were present:

In person:

Mark Carbone	Wendy Cutler
Barbara Sartorius	Anthony Veziris

By Zoom:

Geoff Chepiga	Kathy Lomas
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Absent: Rich Petrocelli, Meredith Imber and Philip McCauliff

Also present: Library Managing Director, Susan McKenna

PUBLIC ATTENDANCE: None

PRIOR MINUTES:	Motion to approve minutes:	Geoff Chepiga
	Second:	Wendy Cutler
	Approved:	Unanimous

TREASURER'S REPORT:

-- Finance: The Library is on track with the 2025-2026 Budget

MANAGER'S REPORT:

-NYS Liquor Authority Permit system has changed, liquor permit applications will only be denied 6 weeks before the date of an event instead of being approved months before the event. The specific license will be mailed several days before the scheduled event.

This procedure is problematic because library publicity is planned 3 months in advance of all events. Susan McKenna and Geoff Chepiga will contact the NYS Liquor Authority to investigate this new procedure.

-Security System: 90% completed including a new camera for surveillance of the Old School House.

-Grounds maintenance increased by \$10,700 due to drought resulting in the need for shrub replacement.

-The Fridolin grant in the amount of \$30,000 over 3 years was approved.

-Annual donations from 316 donors equaled \$157,816 including an \$8,000 designated gift, for FYE 2025.

-QLS net income was \$118,991.17

-Summer Kick Off:

Expenses were \$12,608.91 with 1,116 people attending the day.

Giving tree donations were \$1,915.

2026 Kick Off event Suggestions:

Include a smaller giving Tree specifically for children.

Change grumpy ice cream truck vendor for Good Humor bars.

Charge for raffle tickets.

Outreach:

-Greater collaboration with Quogue Wildlife Reserve.

-Greater collaboration with East Quogue School programs.

Library Statistics:

- Door count increased to 35,801 in 2024/2025 from 28,870 in 2023/2024.
- 46% increase usage of digital services.
- 13% increase attendance in Adult Program.
- 61% increase in web visits to 46,181.
- 11% increase in contacts.

Human Resources:

- Business Assistant position is open.
- IT professional, Max, resigned to take a non-library job but is available as an independent contractor.
- Tech/children's assistant, Bridgit, leaves in August due to relocating out of state.
- Helen Johnnesman is the Children's Assistant replacement.

Board of Trustee's required Continuing Education Program open to the public

- Cybersecurity program given by Chris Feeney on September 21st at 3:00pm

The meeting was adjourned at 9:15am

Respectfully submitted: Mark Carbone