

**SACHEM PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
DECEMBER 16, 2025  
3:00 P.M.**

The regular meeting of Schem Public Library Board of Trustees was attended by Diane Longo, Marguerite Barone, Susan Tychnowicz, Thomas Lohr, Robert Winowitch, Neely McCahey, Kristen Stroh and Sandra Bartalis.

The Board members electronically previewed the board meeting items on the agenda prior to the meeting. Trustee Robert Winowitch reviewed all warrants with the Director before being presented to the Board for their approval.

The meeting was called to order at 3:03 p.m.

The meeting began with a Pledge of Allegiance.

The Board adopted the agenda. (Barone, Winowitch; unanimous)

**Public Expression/Participation**

The Local History Team gave a presentation of plans to celebrate the 250th anniversary of the Declaration of Independence and the library's 110th anniversary. They discussed a variety of programs to highlight both anniversaries. The Board and the Director thanked the team for their efforts.

**Minutes**

The Board approved the Minutes of the Regular Board Meeting on November 18, 2025. (Tychnowicz, Barone; unanimous)

**Treasurer's Report**

The Treasurer's Report for November 2025 in the amount of \$5,784,810.35 was approved. (Barone, Lohr; unanimous)

**Payroll and Related Expenses**

The Payroll and Related Expenses for November 2025 in the amount of \$1,622,412.13 was approved. (Lohr, Tychnowicz; unanimous)

Payroll Warrant #17 dated November 6, 2025, in the amount of \$11,953.54, was approved. (Tychnowicz, Barone; unanimous)

Payroll Warrant #19 dated November 20, 2025, in the amount of \$1,156,263.23, was approved. (Barone, Lohr; unanimous)

The November 2025 Payroll Summary was approved. (Lohr, Tychnowicz; unanimous)

## **Schedule of Bills**

The December 16, 2025 Schedule of Bills, warrant #18 in the amount of \$161,648.17, was approved. (Tychnowicz, Barone; unanimous)

## **Director's Report**

The Board reviewed the Director's report with interest. Ms. McCahey added to her report that the library has been very busy. She reported that the Garden of Lights event was very successful, with only one night closing early due to weather. She informed the Board that the Saturday night market door count showed approximately 3,200 attendees inside and 3,007 participants in the Garden Walk. Ms. McCahey informed the Board that the Fall Festival will be moved to May. The Haunted Garden event will return for the library's 110th anniversary, and the year will conclude with the Garden of Lights event. She also reported that the library reached its four-millionth checkout through Libby and that the library is transitioning completely from OverDrive to Libby branding. Ms. McCahey provided a building and grounds update. The plans are to create additional space for the Café by donating unnecessary duplicate DVDs from the collection. These duplicates will be donated to the Smithtown Library, which lost its collection due to a natural disaster and is currently in the process of recovery. She also reported that study pods are in the process of being installed in the lower-level study area.

## **Sustainable Libraries Initiative Report**

The Board reviewed the Sustainable Libraries Initiative report with interest. The initiative is progressing and is approximately 90 percent complete. Mrs. Stroh explained the NextTrex Challenge process and reported that the library has collected 181 pounds.

## **Library Statistics**

The Board reviewed the library statistics with interest.

## **Conference Reports**

The Board reviewed the conference report to the National Association for the Education of Young Children Conference and the conference reports from four of Sachem's librarians who attended the New York Library Association Conference.

## **SCLS Board Report**

Mrs. Tychnowicz provided an update on the most recent SCLS Board meeting and distributed a New York Times article titled "*Yes, Listening to a Book Counts as Reading.*" She also reported that the SCLS group discussed a Newsday article on the Sustainable Libraries Initiative and its growing impact across Long Island. A discussion took place regarding Trustee training opportunities for 2026.

## **Old Business**

None

## **New Business**

On the Director's recommendation the Board of Trustees approved attendance at the CES Conference in Las Vegas, NV for one Full-time Librarian I. Expenses will include conference registration, hotel accommodations, airfare, and car travel in an amount not to exceed \$2,410.00. The CES conference will be held from January 4 - January 8, 2026. (Winowitch, Lohr; unanimous)

The Finance Committee to review the Budget FY 2026/2027 had been selected. Robert Winowitch and Marguerite Barone will meet with the Director in January to discuss the proposed budget.

## **Other**

The next Board Meeting will be held on Tuesday, January 20, 2026 at 5:00 p.m.

Library Advocacy Day will be held on Tuesday, February 3, 2026.

A trustee reported being approached by an individual with questions regarding why the library charges for certain programs, while a neighboring library offers similar programs at no cost and without limited registration. The Director will look into the matter with the Library Programs and Newsletter department.

## **Executive Session**

None

## **Personnel Report**

The Personnel Report was approved. (Barone, Winowitch; unanimous)

## **Adjournment**

The meeting was adjourned at 4:10 p.m. (Tychnowicz, Lohr; unanimous)

Respectfully submitted,

Susan Tychnowicz