

**SACHEM PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING**

February 25, 2026

6:00 P.M.

(Due to inclement weather this Board Meeting was rescheduled from original date of February 24, 2026)

The regular meeting of the 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. Diane Longo left the meeting early.

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

The meeting was called to order at 6:00 p.m.

The meeting began with a pledge of allegiance.

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

Public Expression/Participation

None

A presentation by Librarian I Andrew Tarantowicz was originally scheduled but has been postponed until the next Board Meeting.

The Director asked the Board members to set up a Buildings and Grounds Committee to discuss the upper-level and makerspace renovations. The group discussed who can attend. The meeting will be held on February 26, 2026 at 4:00 p.m. After the meeting, motions will be prepared for the March Board meeting in order to purchase the necessary materials for the project in hopes that orders and renovations can begin in the current fiscal year.

Minutes

The Board approved the minutes of the Regular Board Meeting on January 20, 2026. (Winowitch, Lohr; unanimous)

Treasurer's Report

The Treasurer's Report for January 2026 in the amount of \$5,846,031.58 was approved. (Longo, Tychnowicz; unanimous)

Payroll and Related Expenses

The Payroll and Related Expenses for January 2026 in the amount of \$737,393.95 were approved. (Tychnowicz, Barone; unanimous)

Payroll Warrant #23 dated January 1, 2026 in the amount of \$33,300.00 was approved. (Lohr, Tychnowicz; unanimous)

Payroll Warrant #25 dated January 15, 2026 in the amount of \$213,977.89 was approved. (Tychnowicz, Barone; unanimous)

Payroll Warrant #27 dated January 27, 2026 in the amount of \$35,482.27 was approved. (Lohr, Tychnowicz; unanimous)

The January 2026 Payroll Summary was approved. (Lohr, Tychnowicz; unanimous)

Schedule of Bills

The February 24, 2026 Schedule of Bills, warrant #26 in the amount of \$309,762.77 was approved. (Tychnowicz, Barone; unanimous)

Director's Report

The Board reviewed the Director's report with interest. Ms. McCahey highlighted the successful Teen Cultural Night. She also stated that the library had a successful night with the Creation Café event and will potentially have more of that kind of programming for community members. Ms. McCahey discussed launching a TikTok page intended for all ages. The Teen Department already maintains a TikTok page, a librarian from another department is taking the initiative to create an additional account for all ages. The group discussed how Sachem Library manages exercises for the public. Ms. McCahey encouraged the Trustees to use the SCLS portal to complete their mandatory Trustee training courses. Ms. McCahey also announced that Sachem Library will be awarded a Community Outreach Award at the Sachem Education Foundation Gala on April 15, 2026.

Assistant Director's Report

The Board reviewed the Assistant Director's report with interest. Mrs. Stroh was pleased to announce that the Sustainability Initiative application has been completed. She stated that the library has implemented many strategies to reduce waste. She also included future improvements in her report.

Library Statistics

The Board reviewed all the library statistics with interest.

Conference Report

The Board reviewed the Conference report to the 2026 Consumer Electronics Show (CES) with interest.

Old Business

The Board approved the revised Travel and Reimbursement Policy. (Winowitch, Lohr; unanimous)

On the Director's recommendation, the Board of Trustees formally approved the purchase of a replacement 100-gallon, 250,000 BTU water heater from Thermal Solutions, Inc., P.O. Box 12066, Hauppauge, NY 11788, in the amount of \$18,750. The original motion for this purchase was originated via email by the Director on January 21, 2026. (Lohr, Tychnowicz; unanimous)

New Business

The Board reviewed the Retention and Disposition Policy.

On the Director's recommendation, the Board of Trustees approved the purchase of six Lenovo gaming PCs to replace the outdated units in the Teen Department. The PCs will be purchased through Lenovo, 8001 Development Drive, Morrisville, NC 27560. The total cost to supply the units is \$19,698.00 under Omnia Contract CUSNP221-OmniaPartners (NCPA)-01-146. Three written quotes were obtained prior to this recommendation. (In favor: Tychnowicz, Barone and Winowitch; Lohr abstained from the vote)

On the Director's recommendation, the Board of Trustees approved the appointment of Nawrocki, Smith LLP as the Library External Auditor for Fiscal Year ending June 30, 2026. In accordance with their engagement letter, Nawrocki, Smith LLP will conduct the audit of the library's financial statements at a fee not to exceed \$19,000. (Winowitch, Lohr; unanimous)

On the Director's recommendation, the Board of Trustees approved the appointment of Christina Bonomo, CPA P.C. as Internal Auditor for the billing period of July 1, 2026 through June 30, 2027. In accordance with the engagement letter, Christina Bonomo, CPA P.C. will provide audit and accounting services. Quarterly payments will be made on September 30, December 31, March 31, and June 30, in the amount of \$4,625 each. (Lohr, Tychnowicz; unanimous)

On the Director's recommendation, the Board of Trustees approved a delayed opening on Tuesday, September 15, 2026 for the purpose of staff development and professional training. The library will open to the public at 2:00 p.m. (Tychnowicz, Barone; unanimous)

On the Director's recommendation, the Board approved the FY2026/2027 Proposed Budget as presented, \$375,000.00 fund balance for use in the proposed budget and pass a resolution to approve the override of the tax cap for the proposed 2026-27 fiscal year budget. (Winowitch, Lohr; unanimous) Mr. Lohr inquired how much the increase per house would the proposed budget be. Ms. McCahey stated that it was \$36.25 for Brookhaven residents, \$24.00 for Islip and \$27.60 for Smithtown.

The Board approved the Circulation Loan Rules. (Tychnowicz, Barone; unanimous)

Other

The next Board meeting will be held on Tuesday, March 17, 2026 at 5:00 p.m.

The Library Budget Hearing will be held on Tuesday, March 31, 2026 at 5:00 p.m. in the Children’s Program Room.

The Library’s Budget Vote and Trustee Election will be held on Tuesday, April 14, 2026, 9:30 a.m. to 8:00 p.m.

The Long Island Library Conference will be held on Thursday, May 14, 2026 at the Melville Marriott.

The Reflections Art Exhibit will be held on Friday, May 15, 2026.

The Sachem Public Library’s 110th Anniversary Spring Fest will be held on Saturday, May 16, 2026.

The Sachem Education Foundation Gala will be held Wednesday, April 15, 2026.

Executive Session

None

Personnel Report

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

Adjournment

The meeting was adjourned at 7:09 p.m. (Barone, Lohr; unanimous)

Respectfully submitted,

Susan Tychnowicz