

**SACHEM PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
January 20, 2026  
5:00 P.M.**

The regular meeting of Sachem 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 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 5:07 p.m.

The meeting began with the Pledge of Allegiance.

The Board adopted the agenda with two corrections and one addition. Item 6C was corrected to reflect the year 2025 instead of 2024, and Item 10A was updated to change Thursday to Tuesday. An item was added to Other Business. (Tychnowicz, Lohr; unanimous)

**Public Expression/Participation**

None

**Minutes**

The Board approved the Minutes of the Regular Board Meeting on December 16, 2025. (Lohr, Winowitch; unanimous)

**Treasurer's Report**

The Treasurer's Report for December 2025 in the amount of \$5,698,731.98 was approved. (Barone, Tychnowicz; unanimous)

**Payroll and Related Expenses**

The Payroll and Related Expenses for December 2025 in the amount of \$681,851.19 was approved. (Tychnowicz, Lohr; unanimous)

Payroll Warrant #20 dated December 4, 2025 in the amount of \$11,951.68 was approved. (Lohr, Barone; unanimous)

Payroll Warrant #22 dated December 18, 2025 in the amount of \$187,516.68 was approved. (Barone, Tychnowicz; unanimous)

Payroll Warrant #24 dated December 31, 2025 in the amount of \$13,870.78 was approved. (Tychnowicz, Lohr; unanimous)

The December 2025 Payroll Summary was approved. (Lohr, Barone; unanimous)

## **Schedule of Bills**

The January 20, 2026 Schedule of Bills, warrant #21 in the amount of \$160,328.73 was approved. (Longo, Lohr; unanimous)

## **Director's Report**

The Board reviewed the Director's report with interest. Ms. McCahey announced to the Board that the Garden of Lights was very successful and had over 10,000 visitors throughout the event. She also reported to the Board that some changes will be coming to next year's event. Ms. McCahey gave a building and grounds update. She stated that the sewer ejection pump is in need of replacement. She also stated that one of the library's hot water heaters broke down this morning and will need to be repaired. The Beauchamp Training with the Teen Department is finished. Ms. McCahey stated that at the last Director Zone meeting an individual from the Suffolk County Sports Hall of Fame presented to the group. The organization will be reaching out to the libraries to discuss potential permanent exhibits. Ms. McCahey gave an update on the 110<sup>th</sup> Anniversary celebration for the upcoming year. She stated that the Springtime celebration is scheduled for Saturday, May 16, 2026. She also stated that on July 18, 2026 the library will participate in an Adult Battle of Book event. The group had a discussion about the Long Island Railroad's new policy concerning the monthly discounted train passes for library patrons.

## **Assistant Director's Report**

The Board reviewed the Assistant Director's report with interest. Mrs. Stroh's report focused on the highlights from 2025.

## **Library Statistics**

The Board reviewed all the library statistics with interest.

## **Old Business**

The Board reviewed the revised Travel and Reimbursement Policy and suggested two changes. The first change is under Ground Transportation, remove the word Uber and change it to Rideshare. The second change is to add the word "to" after: travelers are required "to" alert Administration. The final version will be presented to the Board at the February Board meeting.

## **New Business**

The Board approved the Legal Notice for Budget Vote and Trustee Election to be held on April 14, 2026. (Winowitch, Barone; unanimous)

The Board approved Equipment Disposal. (Barone, Tychnowicz; unanimous)

## **Other**

*The following was approved under Other:*

*On the Director's recommendation the Board approved an update to the loan rule for American Girl Doll kits to a 14-day loan with one renewal, a total of 28 days. This is a change from the 7-day loan rule with 6 renewals, a total of 42 days. (Barone, Tychnowicz; unanimous)*

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

The next Board Meeting will be held on Tuesday, February 24, 2026 at 5:00 p.m.

**Executive Session**

None

**Personnel Report**

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

**Correspondence**

Mrs. Longo shared a thank-you note from Sachem North High School with the Board.

**Adjournment**

The meeting was adjourned at 5:53 p.m. (Longo, Barone; unanimous)

Respectfully submitted,

Susan Tychnowicz