



Emma S. Clark Memorial Library
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"The Heart of the Three Village Community"

**EMMA S. CLARK MEMORIAL LIBRARY
 BOARD MEETING MINUTES - UNAPPROVED
 February 18, 2026
 7:00 p.m.
 Vincent R. O’Leary Community Room**

I. Call to Order

A regular meeting of the Board of Trustees of the Emma S. Clark Memorial Library Association was called to order at 7:07 p.m. by Anthony Parlatore, Board President. The following trustees of the Board, consisting of a quorum, were also present: Carol Leister, Vice President; Suzanne Shane, Treasurer; Deborah Blair, and Christopher Cash,. Also present was Theresa Liguori, Library Director; and Robert Johnson, Library Infrastructure Manager and Acting Recording Secretary. Absent with excuse: Angeline Yeo-Judex; Secretary; Linda Josephs, Stephen Ingulli, and Tim Austin

The Pledge of Allegiance was recited.

II. Period for public expression

- No one from the public wished to speak

III. Approval of Minutes of previous meeting

- Ms. Blair made a motion to approve the minutes of the January 21, 2026 meeting, seconded by Ms. Leister, and passed unanimously

IV. President’s Report

V. Treasurer’s Report & Approval of Warrants

- Ms. Shane reported that all of our bills have been paid and everything is up to date. Mr. Cash made a motion to approve the treasurer’s report and warrants, post meeting, seconded by Ms. Blair, and passed unanimously

VI. Director’s Report

- Library Director, Theresa Liguori, presented a brief report

VII. Committee reports:

Buildings and Grounds: The committee convened to discuss potential enhancements to the Café seating area. A recommendation will be made after reviewing the material samples

Personnel: no meeting, no report

Investment: no meeting, no report

VIII. OLD BUSINESS

IX. NEW BUSINESS

- Board approval to appropriate funds from the Helen Shack Endowment for award prizes
 - Ms. Blair made a motion to appropriate \$1,000 for award prizes from the Helen Shack Endowment, seconded by Mr. Cash and passed unanimously.
- Board approval to appropriate funds for boiler repairs
 - Ms. Shane made a motion to appropriate up to \$7,000 for boiler repairs, seconded by Ms. Blair, and passed unanimously
- Board approval to appropriate funds toward Dick Russell memorial
 - The discussion was tabled until the March meeting for further deliberation with the entire board
- Board approval of proposed Community Annual Report
 - The board acknowledged and approved the proposed Community Annual Report
- Board approval for change to start date of employee health insurance coverage
 - Ms. Blair made a motion to shorten the commencement date of employee health insurance coverage from ninety (90) days to thirty (30) days, seconded by Ms. Shane, and passed unanimously
- Appointment of proposed hiring changes
 - Ms. Blair made a motion to approve the hiring changes as outlined in the director's report, seconded by Ms. Leister, and passed unanimously

X. EXECUTIVE SESSION

- At 7:51 p.m., Ms. Leister made a motion to enter Executive Session to discuss legal matters, seconded by Mr. Cash and passed unanimously
- At 8:10 p.m., Ms. Leister made a motion to exit Executive Session and return to the regular public meeting, seconded by Mr. Cash and passed unanimously

XI. ADJOURNMENT

- Ms. Shane made a motion to adjourn at 8:11 p.m., seconded by Ms. Blair, and passed unanimously

Recorded by: Robert Johnson