



Emma S. Clark Memorial Library
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www.emmaclark.org

"The Heart of the Three Village Community"

**EMMA S. CLARK MEMORIAL LIBRARY
BOARD MEETING MINUTES
March 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 7:01 p.m. by Anthony Parlatore, Board President. The following trustees of the Board, consisting of a quorum, were also present: Carol Leister, Vice President; Deborah Blair, Stephen Ingulli, Linda Josephs, Christopher Cash, and Tim Austin. Also present was Theresa Liguori, Library Director; and Robert Johnson, Library Infrastructure Manager and Acting Recording Secretary. Absent with excuse: Angeline Yeo-Judex; Secretary; Suzanne Shane; Treasurer

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 February 18, 2026 meeting, seconded by Mr. Cash, and passed unanimously.

IV. President's Report

- Mr. Parlatore, Board President, gave a brief report.

V. Treasurer's Report & Approval of Warrants

- All of our bills have been paid and everything is up to date. Ms. Josephs made a motion to approve the treasurer's report and warrants, 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 gave a brief report on the Cafe project.

Personnel: no meeting, no report.

Investment: Met in March - no change at this time - discussions in June.

VIII. OLD BUSINESS

- Dick Russell - Donation to Long Island Museum
 - Ms Blair made a motion to donate \$500 in the memory of past trustee, Dick Russell, to the Long Island Museum, seconded by Ms. Josephs, and passed unanimously.

IX. NEW BUSINESS

- Board approval of new legal services firm and their legal services agreement
 - Ms. Josephs made a motion to approve the new legal services firm, Volz & Vigliotta, PLLC and their legal agreement, seconded by Mr. Cash, and passed unanimously.
- Board approval to appropriate funds for Cafe Project
 - Ms. Josephs made a motion to approve a not to exceed amount of \$11,000 for the Cafe space renovation, seconded by Mr. Austin and passed unanimously.
 - Mr. Cash made a motion to approve a not to exceed amount of \$11,125.00, for the expenses of upgrading the interior Cafe space with an espresso machine and coffee grinder, seconded by Ms. Josephs, and passed unanimously.
- Board approval for Utica distribution to reimburse funds
 - Mr. Ingulli made a motion to approve the Utica distribution to reimburse funds, seconded by Ms. Leister, and passed unanimously.
- Board approval for capital funds for ceiling repairs
 - Mr. Austin made a motion to approve a not to exceed amount of \$15,000 for ceiling repairs in the historic part of the building, seconded by Mr. Cash, and passed unanimously.

X. EXECUTIVE SESSION

- At 7:48 p.m., Ms. Josephs made a motion to enter Executive Session to discuss legal matters, seconded by Mr. Cash and passed unanimously.
- At 8:02 p.m., Ms. Blair made a motion to exit Executive Session and return to the regular public meeting, seconded by Ms. Josephs and passed unanimously.

XI. ADJOURNMENT

- Ms. Blair made a motion to adjourn at 8:03 p.m., seconded by Ms. Josephs, and passed unanimously.

Recorded by: Robert Johnson