

**FINKELSTEIN MEMORIAL LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING/FEBRUARY 25, 2026
MINUTES**

The regular monthly meeting of the Board of Trustees was held both in person and by video conference on Wednesday, February 25, 2026. The meeting was recorded in accordance with law.

Ms. Darnett Davis, President called the meeting to order at 6:33 p.m. with the following members present: Ms. Esther Waldman, Vice President, Ms. Yehudis Gottesfeld, Secretary (departed at 7:06 p.m.) Mr. James Johnson, Ms. Joan Soskin, Mr. Yossi Rubinstein (arrived at 7:44 p.m.).

Administrative Personnel:

Ms. Laura Wolven, Library Director, Ms. Beth Zambito, Assistant Director, Mr. Andrew Koblick, Business Manager, Ms. Leah Levine, Library Clerk.

Others Present:

John Ninivaggi, (staff), Oluwaseyi Banjo (patron)

Others Present via zoom:

Susanne Daley (Union President), Chris Coleman (staff), Kathleen Preston (staff), Laurie Needell (staff), Michelle Gutierrez (staff), Nathalie Jean Paul (staff), Elizabeth Marcus (staff), Judy Joseph (staff), Parveen Rahmet (staff), Dipa Thakkar (staff), Serge Louis (patron), iPhone (name not provided).

The Pledge of allegiance was recited.

A **motion** was made by Ms. Waldman, seconded by Ms. Soskin and carried to **approve the original Agenda sent out in the package for the board meeting.**

President's Report- A report was presented by Ms. Davis.

A **motion** was made by Ms. Davis, seconded by Ms. Soskin and carried to **move into executive session.**

The board moved into executive session at 6:42 p.m. *(this was a deviation from the agenda to accommodate the schedule of a trustee who would be departing early.)*

A **motion** was made by Ms. Davis, seconded by Ms. Gottesfeld and carried to **move out of executive session.**

The board moved out of executive session at 7:04 p.m.

Legal matters were discussed, personnel matters were tabled.

A **motion** was made by Ms. Gottesfeld, seconded by Mr. Johnson and carried to **approved what was discussed in executive session with 4 in favor.** Ms. Waldman recused herself from the vote.

A **motion** was made by Ms. Davis, seconded by Ms. Soskin and carried to **approve the minutes of the Regular Meeting of January 21, 2026.**

The minutes of the Special meeting of January 7, 2026 were tabled.

A **motion** was made by Ms. Davis, seconded by Ms. Waldman and carried to **approve the February 25, 2026 Bill List.**

A **motion** was made by Ms. Waldman, seconded by Ms. Soskin and carried to **approve check run 750 in the amount of \$2,946.00 for payment to Albright Electric.**

A **motion** was made by Ms. Davis, seconded by Mr. Johnson and carried to **approve the ACH (Automatic Clearing House payment) to The Ulverscroft Group, the leading publisher of large print books and audiobooks. The ACH Policy draft will be presented at the next meeting.**

A **motion** was made by Ms. Waldman, seconded by Mr. Johnson and carried to **approve the transfer of \$1 Million from NYCLASS (New York Cooperative Liquid Assets Securities System) to the M&T Account as close to the date as needed.**

A **motion** was made by Ms. Waldman, seconded by Mr. Johnson and carried to **approve the November 2025 Payroll Journals.**

December 2025 Payroll Journals and January 2026 Payroll Journals were tabled.

A **motion** was made by Ms. Waldman, seconded by Mr. Johnson and carried to **approve the December 2025 Financial Statement.**

January 2026 Financial Statement was tabled.

Treasurer Report- No report presented due to the absence of the treasurer.

Library Statistical Report- The January 2026 report was presented.

Library Director's Report- The report was presented. *A policy regarding picking up another person's holds, and a signed waiver was discussed. Parking space for the Director and Board President was discussed. Online Library card application was discussed. A Social Media Policy was discussed and a draft will be presented at the March 25, 2026 meeting.*

Union Representative Report- Ms. Daley reported that the staff is doing well, and commented on the Library's new plowing company, and gave an opinion on the assigned parking spaces for the Director and Board President.

Public Comment: None

Correspondence Received: The First Baptist Church donated \$500.00 to the Library for the new addition. The check was signed by former Library Trustee Ms. Vivian Street.

Committee Report:

Budget and Finance: Esther Waldman, Vice President, Chair: None

Personnel: Darnett Davis, President, Chair: None

Advocacy and Fundraising: Yehudis Gottesfeld, Secretary, Chair: The Committee met on January 22, 2026. Report was distributed.

By-Laws and Policy: Esther Waldman, Vice President, Chair: None

Strategic Planning: Joan Soskin, Chair: None

Buildings and Grounds: Yossi Rubinstein, Chair: None

Unfinished Business:

1. The Personnel Policy Manual was discussed and tabled. *The Security Camera Policy was requested to be taken out of the Personnel Policy manual by the Director, approve the rest of the manual, and then do the security policy as a separate policy.*
2. A **motion** was made by Ms. Soskin, seconded by Mr. Johnson and carried to **accept the Trustee Tablet Policy with changes and suggestions made.** *Ms. Waldman discussed a Digital Board Packet Policy draft that was drafted by the By-Laws and Policy Committee. The Board President requested training for use of the tablets for the digital board packets and the Director suggested March 18th, the date of the next board meeting.*
3. The Accordion Wall was discussed, and the Director will inquire into new quotes for a permanent glass wall. The third floor wall was tabled.
4. A **motion** was made by Ms. Waldman, seconded by Mr. Johnson and carried to **approve the By-Laws except section #7, to be reviewed by the Library Attorney.**
5. A **motion** was made by Ms. Waldman, seconded by Mr. Rubinstein and carried to **have the Attorney review #7 in the By-Laws.**
6. A **motion** was made by the Advocacy and Fundraising Committee, seconded by Ms. Davis and carried to **approve the raffle deadline for the Library Surveys as February 28, 2026. The Library will continue to accept surveys.**
7. A motion was made by Ms. Davis, seconded by Mr. Johnson to approve the Makerspace Window. Motion failed with 3 in favor. Ms. Waldman and Mr. Rubinstein abstained.
8. Sky Packets, a wireless consulting/services company was discussed and tabled since no update has been provided on the technology audit at this time.
9. The Procurement Policy was discussed and tabled.
10. A **motion** was made by Ms. Waldman, seconded by Mr. Rubinstein and carried to **request the Attorney's attendance at the next meeting of the Board.**

New Business:

1. A **motion** was made by Ms. Waldman, seconded by Ms. Davis and carried to **approve the Library Annual Budget Vote and Trustee Election for April 28, 2026.**
2. Budget options for the Budget Vote were presented and discussed. An email with options will be sent out before the next Board Meeting.
3. The Resolution for Trustee check signer was tabled.
4. Lawyer Contact Policy was drafted by the By-Laws and Policy Committee and tabled.
5. A motion was made by Ms. Waldman, seconded by Mr. Rubinstein to add the Vice President to the list of contacts between the Library and Attorney. Motion failed with 2 votes in favor. Ms. Davis, Ms. Soskin and Mr. Johnson abstained.

6. A **motion** was made by Ms. Waldman, seconded by Mr. Rubinstein and passed with 4 votes in favor, and 1 abstention, to **approve the appointment of Claude Brunache, Clerk-Typist (Substitute), Circulation Department, effective Wednesday, February 11, 2026.**
7. VMWare was discussed and tabled.
8. A **motion** was made by Ms. Waldman, seconded by Mr. Rubinstein and passed with 4 votes in favor, and 1 abstention, to **approve the resignation of Jaimie Albanese, Librarian I, Youth Services Department, effective at close of business April 1, 2026.**
9. A **motion** was made by Ms. Waldman, seconded by Mr. Rubinstein and passed with 4 votes in favor, and 1 abstention, to **approve to fill a Librarian I position, Youth Services Department, replacement of resignation of Jaimie Albanese.**

A **motion** was made by Ms. Waldman, seconded by Mr. Rubinstein and carried to **adjourn.**

The meeting of the board of trustees was adjourned at 9:01 p.m.

THE NEXT REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES WILL BE HELD ON WEDNESDAY, MARCH 25, 2026.

Respectfully submitted,



Yehudis Gottesfeld
Secretary

(Notes taken by Leah Levine, Clerk to the Board of Trustees)



Darnett Davis
Board President