

**MINUTES OF THE REGULAR MEETING OF THE JERICHO PUBLIC LIBRARY BOARD OF TRUSTEES JANUARY 20, 2026**

**CALL TO ORDER**

Ms. Cole called the meeting to order at 4:08 pm in the Meeting Room.

Present were Ms. Cole, Ms. Jacobson, Ms. Smith, Mr. Weinstock, Ms. Cinquemani, Director, Ms. Medina, Clerk of the Board.

Mr. Truncale, Counsel, was absent with prior notice.

**PUBLIC HEARING**

There is a 3-minute time limit per individual in each period. The Board welcomed Jericho patron Mr. Peter Hsu to the meeting. Mr. Hsu recommended that the library implement a policy to ban Durian fruit. There was an evacuation at the school due to a gas odor, which was found to have been caused by a Durian fruit. They are banned in many places.

**MINUTES**

- A. On a motion made by Mr. Weinstock seconded by Ms. Smith, the Board approved the meeting minutes of December 9, 2025.

Yes – 4

No – 0

**DEPARTMENT HEAD**

N/A.

**COMMUNICATIONS**

**FINANCIAL REPORT**

On a motion made by Mr. Weinstock and seconded by Ms. Jacobson, the Board approved authorizations for payments as follows.

- A. Authorization for Payment #2026 – 7 for \$103,809.81
- B. Authorization for Payment #2026 – 7B for \$421,191.42

Yes – 4

No – 0

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## **COMMITTEE REPORTS**

Interaction Committee. The committee met and came to a resolution/compromise to remove select glass panels in the Reference, Circulation, and Children's Departments.

## **DIRECTOR' S REPORT**

**BUILDING & GROUNDS** - Milburn fixed the carpet in the Theater that was not adhering properly. Eveready Roofing sealed the leak on the roof above the Theater. The leak appears to have stopped and we are keeping an eye on it. We will need to replace the drywall in that area and paint the ceiling. Corkrey Electric fixed an outlet and lighting in the children's room, Theater, and 2<sup>nd</sup> floor Reference area. The large window on the second floor is still leaking, and we are waiting for AFL & Spartan to receive window parts to fix this issue. (per the manufacturer) We are waiting for Re-nu to provide a state contract proposal for the columns under the overhang- BBS has provided the specifications needed. Per inspection and report, Electronix notified the library of a malfunctioning, obsolete fire panel. The new panel has been approved and will be installed. The carpet was shampooed and JPL staff member Mr. Eduardo Gomez painted the doors on the first floor.

**AUDIT** - Cullen & Danowski has completed the annual audit. Ms. Jill Sanders will present to the Board of Trustees in February.

**TECHNOLOGY** - The library is launching a new SMS (text message) notification system. Patrons can easily register to receive text notifications for hold pickups and due dates for items, all you need to provide is your email address. The registration link: <https://jericho.register.cirriusimpact.com/>

**JUFSD WELLNESS COALITION** – Ms. Cinquemani attended the most recent wellness coalition meeting at the Jericho Schools. The students are participating in wellness days and programs involving leadership, kindness and friendship, and anti-bullying. The library supports these initiatives.

**INCLEMENT WEATHER** - On 12/14 the library was closed due to snow, on 12/26 the library closed at 5:30 pm due to snow, and on 12/27 the library had a delayed opening at 11 am due to snowfall and slippery conditions. Safety is our first priority during these weather events.

**NEWSLETTER & PROGRAMS** - We encourage the Jericho community to take advantage of the wide variety of educational and recreational programs offered at the

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library. Please check the monthly calendar for the latest information:

<https://www.jericholibrary.org/events/month>

Patrons can check the event calendar and see when our Meeting Room on the first floor is available for shared public use. We have added a language translation feature on our website, powered by Google, to more easily peruse the event calendar in other languages.

Never miss a program! Sign up to receive the monthly email newsletter:

<https://www.jericholibrary.org/newsletter>

## **LIBRARY USAGE AND STATISTICS SNAPSHOT (DIRECT ACCESS) DECEMBER 2025**

CHILDREN'S DEPT PROGRAMS- 27  
CHILDREN'S DEPT ATTENDEES- 576

TEEN DEPT PROGRAMS- 8  
TEEN DEPT ATTENDEES- 80

ADULT DEPT PROGRAMS- 42  
ADULT DEPT ATTENDEES- 639

NEW LIBRARY CARDS- 39

LIBRARY VISITORS- 7254

WIFI SESSIONS- 42,012

WEBSITE USERS- 12,294

CIRCULATION CHECKOUTS- 10,232

### **SOCIAL MEDIA FOLLOWERS:**

FACEBOOK- 1125  
INSTAGRAM- 1230  
TIKTOK- 912  
TWITTER (X)- 406  
YOUTUBE- 137

### **HIGHLIGHTS:**

CHILDREN'S DEPT- Our annual gingerbread house decorating program was overwhelmingly successful. There were 63 attendees at this family program.

We had a 'Back to Bach' program that presented musical performances and was a great opportunity for children to learn about different instruments and the sounds they create. There were 50 attendees.

**UNFINISHED BUSINESS**

- A. Capital Project. Columns. – Tabled.
- B. Construction Aid. -- Tabled
- C. Facilities Planning List. – Tabled.
- D. Printouts. – Tabled.
- E. Theater Leak. Drywall Repair. – Tabled.
- F. By Laws. Trustee Election. – Tabled.

**NEW BUSINESS**

- A. On a motion made by Ms. Cole and seconded by Ms. Jacobson, the Board memorialized the approval to replace the malfunctioning and obsolete fire panel through Electronix at the cost of \$10,329.00.

Yes - 4

No – 0

- B. On a motion made by Mr. Weinstock and seconded by Ms. Cole, the Board approved the Internet Computer Policy.

Yes – 4

No – 0

- C. Next Board meeting date is February 10, 2026, at 4:00 PM in the Meeting room.

**PERSONNEL**

- A. On a motion made by Ms. Jacobson and seconded by Ms. Cole, the Board accepted the resignation of Ms. Michele Marra, Typist Clerk Part Time effective December 22, 2025.

Yes – 4

No – 0

- B. On a motion made by Mr. Weinstock and seconded by Ms. Smith, the Board approved accommodations for two employees, as discussed in executive session.

Yes – 4

No – 0

### **SECOND PUBLIC HEARING**

There is a 3-minute time limit per individual in each period. Mr. Peter Hsu gave feedback that it would be very helpful if the library used the new SMS system to announce emergency closings of the library. He also shared that ConnectOne Bank is offering a 3.92% interest rate, that ebikes should be parked away from the building per a library policy, that the Vex Robotics program at the high school is looking for a location to host a competition, and he recommended North Shore Maintenance for snow removal. The Board appreciates Mr. Hsu's feedback.

### **EXECUTIVE SESSION**

- A. On a motion made by Mr. Weinstock and seconded by Ms. Jacobson, the Board entered executive session at 5:40 pm.

Yes – 4

No – 0

- B. On a motion made by Ms. Smith and seconded by Ms. Jacobson, the Board exited executive session at 6:10 pm.

Yes – 4

No – 0

### **ADJOURNMENT**

- A. On a motion made by Ms. Smith and seconded by Ms. Cole, the Board adjourned at 6:12 pm.

Yes – 4

No – 0

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Respectfully submitted,

Jessica Smith, Secretary

Fran Medina, Clerk of the Board