

**REORGANIZATION MEETING OF THE
BOARD OF TRUSTEES OF SAYVILLE LIBRARY
MONDAY, JULY 8, 2019**

7:00 PM

AGENDA

- I. Meeting called to order and Pledge of Allegiance – Julie Vaccaro, District Clerk
- II. Trustee Oath of Office – Louisa Kieffer
- III. Election of Officers 2019 - 2020
 - A. Office of President
 - B. Office of Vice President
 - C. Office of Secretary
- IV. Appointments/Approvals for 2019 - 2020
 - A. Approval of Library Treasurer, Deputy Treasurer and Internal Auditor (Exhibit A)
 - B. Library Treasurer Oath of Office (Deputy Treasurer Oath of Office to be done at later date)
 - C. Appointment of Deputy Secretary
 - D. Approval of Legal Counsel (Exhibit B)
 - E. Approval of Accountant/Auditor (Exhibit C)
 - F. Approval of Insurance Agent (Exhibit D)
 - G. Approval of Newspapers of Record – *Suffolk County News & Newsday*
- V. Designation of Standing Committees:
 - A. Budget & Finance (formerly Halliday & Mitchell)
 - B. Services & Programs (formerly Bastian & Whitbread)
 - C. Personnel (formerly Mitchell & Whitbread)
 - D. Policies and Bylaws (formerly Bastian & Halliday)
- VIII. Approval of Circulation Policies and Fines and Fees (Exhibit E)
- IX. Approval - Designation of Depository Accounts (Exhibit F)
- X. Approval – Designation of checking account signatories (Exhibit G)
- XII. Approval of the Time and Place of Regular Board Meetings (Exhibit H)
- XIII. Approval of Calendar of Holidays & Closed Days (Exhibit I)
- XIV. Review of Financial Policies
- XV. Review of Open Meetings Law
- XVI. Review of the By-Laws of the Sayville Library Board of Trustees
- XVII. Review of Sayville Library Code of Ethics Policy
- XVIII. Review of Sayville Library Procurement Policy
- XIX. Assign Board Members to review Payroll Warrants (Exhibit J)
- XX. Conflict of Interest – Affirmation of Compliance
- XXI. Other
- XXII. Adjourn