



**MINUTES OF THE SAYVILLE LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, October 15, 2019**

PRESENT:

Marianne Bastian
Joseph Loughren
Louisa Kieffer
Linda Halliday
Jennifer Fowler, Director
Robert Goykin, Assistant Director
Jody D'Ambrosio, Business Manager
Al Coster, Baldessari & Coster LLP

ABSENT: Debra Mitchell with excuse

Library Board President Marianne Bastian called the meeting to order at 7:03 PM.

After review, a motion was made to approve the Minutes of September 9, 2019 Regular Board Meeting. (Kieffer, Halliday) Motion carried 4 – 0.

After review, a motion was made to accept the Agenda.
(Loughren, Halliday) Motion carried 4 – 0.

After review, a motion was made to approve the October 1-15, 2019 authorization list.
(Loughren, Kieffer) Motion carried 4 – 0.

After review, a motion was made to approve the September 10-30, 2019 Prepaid authorization list. (Halliday, Loughren) Motion carried 4 – 0.

After review, a motion was made to approve the September 2019 Payroll Warrant as presented by L. Kieffer. (Loughren, Halliday) Motion carried 4 – 0.

The Treasurer's Monthly Financial Reports (Schedule of Appropriations) for the period ending September 30, 2019 were reviewed.

No Public Expression.

Budget & Finance Committee – no report.

Services & Programs Committee – no report.

Personnel Committee – no report.

Bylaws & Policies Committee – no report.

After review, a motion was made to accept the Director's Report dated October 15, 2019.
(Loughren, Halliday) Motion carried 4 – 0.

The statistics and circulation figures for September 2019 were reviewed.

After review, a motion was made to accept the Personnel Report dated October 15, 2019. (Kieffer, Halliday) Motion carried 4 – 0.

The Youth Services Department Head report was reviewed.

The Assistant Director's Report was reviewed.

A motion was made to approve the purchase and installation of furniture from Waldner's and the installation of electric, phone and data lines by Telsan Electric for the staff office renovation as presented. Cost is not to exceed \$18,000 to be paid from the Capital Fund. (Halliday, Kieffer) Motion carried 4 – 0.

A motion was made to approve the Financial Statement for Fiscal Year ending June 30, 2019 as presented by Al Coster. (Halliday, Kieffer) Motion carried 4 – 0.

A motion was made to accept the amendments to the Library's 3D Printing Policy. (Loughren, Halliday) Motion carried 4 – 0.

A motion was made to increase the Library's Mastercard limit to \$10,000. (Halliday, Kieffer) Motion carried 4 – 0.

A motion was made to increase the Director's Mastercard limit to \$5,000. (Halliday, Kieffer) Motion carried 4 – 0.

The calendar of events for October and November 2019 were reviewed.

A motion was made to approve the meeting room application for the Sayville High School Tabletop Club. (Kieffer, Loughren) Motion carried 4 – 0.

A motion was made at 8:52 PM to enter executive session to discuss the financial history of an employee. (Loughren, Halliday) Motion carried 4 – 0.

A motion was made at 9:15 PM to exit Executive Session. (Kieffer, Halliday) Motion carried 4 – 0.

A motion was made to increase Timothy Sicurella's salary to \$73,688.00 for additional, temporary duties assumed as Head of Adult and Patron Services retroactive to September 16, 2019. (Loughren, Kieffer) Motion carried 4 – 0.

The next regular meeting of the Library Board will be held on Tuesday, November 12, 2019 at 7:00 PM.

A motion was made to adjournment the meeting at 9:20 pm. (Halliday) Motion carried 4 – 0.



Debra Mitchell
Board Secretary