



**MINUTES OF THE SAYVILLE LIBRARY  
BOARD OF TRUSTEES MEETING  
Monday, December 9, 2019**

**PRESENT:**

Marianne Bastian  
Joseph Loughren  
Louisa Kieffer  
Linda Halliday  
Jennifer Fowler, Director  
Robert Goykin, Assistant Director  
Jody D'Ambrosio, Business Manager  
Kerry Piriano, Youth Services Librarian

**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 November 12, 2019 Regular Board Meeting. (Halliday, Kieffer) 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 December 1-9, 2019 authorization list.  
(Kieffer, Halliday) Motion carried 4 – 0.

After review, a motion was made to approve the November 13-30, 2019 Prepaid authorization list.  
(Halliday, Kieffer) Motion carried 4 – 0.

After review, a motion was made to approve the December 1-9, 2019 Capital Fund authorization list. (Halliday, Kieffer) Motion carried 4 – 0.

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

The Treasurer's Monthly Financial Reports (Schedule of Appropriations) for the period ending November 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 December 9, 2019. (Halliday, Loughren) Motion carried 4 – 0.

The statistics and circulation figures for November 2019 were reviewed.

After review, a motion was made to accept the Personnel Report dated December 9, 2019. (Loughren, Halliday) Motion carried 4 – 0.

Youth Services Librarian, Kerry Piriano did a presentation on Family Place Libraries.

The Assistant Director's Report was reviewed.

An update on the Library website was discussed.

A motion was made to review and approve the revised Employee Handbook. (Halliday, Kieffer) Motion carried 4 – 0.

A motion was made to authorize PBX Store to upgrade the meeting room media presentation systems with additional work, if needed, by Telsan Electric and Fluid Imagery Computing. Total cost not to exceed \$19,000, paid from the Capital Technology Fund. (Loughren, Kieffer) Motion carried 4 – 0.

Correspondence from Chestene Coverdale Food Panty was reviewed.

The calendar of events for December 2019 and January 2020 were reviewed.

A motion was made at 8:49 PM to enter executive session to discuss financial matters of employees. (Loughren, Halliday) Motion carried 4 – 0.

A motion was made at 9:13 PM to exit Executive Session. (Kieffer, Halliday) Motion carried 4 – 0.

A motion was made to approve a \$2,000 increase to the base salary of Peter Baumann, Librarian effective January 1, 2020. (Halliday, Loughren) Motion carried 4 – 0.

A motion was made to approve a \$2,000 increase to the base salary of Stephanie DiChiara, Librarian effective January 1, 2020. (Halliday, Loughren) Motion carried 4 – 0.

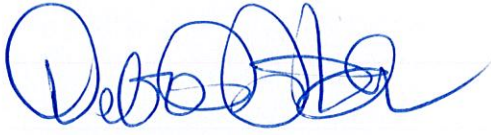
A motion was made to approve a \$2,000 increase to the base salary of Marianne Ramirez, Librarian effective January 1, 2020. (Halliday, Loughren) Motion carried 4 – 0.

A motion was made to approve a \$2,000 increase to the base salary of Kerry Piriano, Librarian effective January 1, 2020. (Halliday, Loughren) Motion carried 4 – 0.

A motion was made to increase Tory Young from \$14.71 per hour to \$16.00 per hour effective January 1, 2020. (Kieffer, Halliday) Motion carried 4 – 0.

The next regular meeting of the Library Board will be held on Monday, January 13, 2019 at 7:00 PM.

A motion was made to adjournment the meeting at 9:18 pm. (Kieffer) Motion carried 4 – 0.



Debra Mitchell  
Board Secretary