

Meeting of the Sayville Library Board of Trustees
Monday, December 9, 2019, 7:00 PM
Agenda

- I. Convening
 - A. Call to Order
 - B. *Pledge of Allegiance*

- II. Reading and Acceptance of the Minutes & Agenda
 - A. The minutes of the November 12, 2019 Regular Board Meeting*
 - B. Corrections or amendments to the Agenda*

- III. Financial Matters
 - A. Examination and approval of the December 1-9, 2019 authorization*
 - B. Examination and approval of the November 13-30, 2019 **Prepaid** authorization list*
 - C. Examination and approval of the December 1-9, 2019 **Capital** Fund Authorization
 - D. Examination and approval of the November Payroll Warrant*
 - E. Review of the District Treasurer's Monthly Reports (Schedule of Appropriations) for the period ending November 30, 2019

- IV. A. Opportunity for Public Expression

- V. Committee Reports
 - A. Budget & Finance - Loughren & Kieffer
 - B. Services & Programs - Halliday & Mitchell
 - C. Personnel - Mitchell & Kieffer
 - D. By-Laws & Policies - Halliday & Loughren

- VI. Administration Reports
 - A. Director's Monthly Report*
 - B. Statistics and circulation figures for November 2019
 - C. Personnel Report – December 2019*
 - D. Quarterly Report – K. Piraino, Youth Services Librarian
 - E. Assistant Director's Report – R. Goykin

- VII. Unfinished Business
 - A. Library Website

- VIII. New Business
 - A. Revised Employee Handbook*
 - B. AV Equipment Purchase*

- IX. Correspondence
 - A. Chestene Coverdale Food Pantry, Inc.

- X. Exhibits, Miscellaneous Library Information

- XI. Executive Session (if necessary)

- XII. Announcements
 - A. The next regular meeting of the Library Board will be held on Monday, January 13, 2020 at 7:00 PM

- XIII. Adjournment* * indicates action may be needed