



**MINUTES OF THE SAYVILLE LIBRARY
BOARD OF TRUSTEES MEETING
Monday, March 9, 2020**

PRESENT:

Marianne Bastian
Joseph Loughren
Linda Halliday
Debra Mitchell
Louisa Kieffer
Jennifer Fowler, Director
Robert Goykin, Assistant Director
Jody D'Ambrosio, Business Manager
Ivan Carrasquillo, The Facility Management Group

Library Board President Marianne Bastian called the meeting to order at 7:02 PM.

After review, a motion was made to approve the Minutes of the February 10, 2020 Regular Board Meeting. (Halliday, Mitchell) Motion carried 5 – 0.

After review, a motion was made to accept the Agenda.
(Kieffer, Mitchell) Motion carried 5 – 0.

After review, a motion was made to approve the March 1-9, 2020 authorization list.
(Loughren, Kieffer) Motion carried 5 – 0.

After review, a motion was made to approve the February 11-29, 2020 Prepaid authorization list.
(Halliday, Kieffer) Motion carried 5 – 0.

After review, a motion was made to approve the March 1-9, 2020 Capital Fund authorization list.
(Loughren, Mitchell) Motion carried 5 – 0.

After review, a motion was made to approve the February 2020 Payroll Warrant as presented by D.Mitchell. (Kieffer, Halliday) Motion carried 5 – 0.

The Treasurer's Monthly Financial Reports (Schedule of Appropriations) for the period ending February 29, 2020 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 March 9, 2020. (Loughren, Kieffer) Motion carried 5 – 0.

The statistics and circulation figures for February 2020 were reviewed.

After review, a motion was made to accept the Personnel Report dated March 9, 2020. (Halliday, Mitchell) Motion carried 5 – 0.

The report from Teen Librarian Marianne Ramirez was reviewed.

The Assistant Director's Report was reviewed.

Ivan Carrasquillo discussed an overview of the Five Year Plan for Sayville Library.

An update on the progress of the website was discussed.

A motion was made for approval of the proposed 2020-2021 Library Operating Budget. (Loughren, Halliday) Motion carried 5 – 0.

Information about offering Aflac insurance to employees was reviewed.

After review, a motion was made to approve the 2019 New York State Annual Report. (Halliday, Mitchell) Motion carried 5 – 0.

There was a discussion regarding actions and steps being taken concerning COVID-19.

No Correspondence.

After review, a motion was made to approve a Meeting Room Request for Suffolk Camera Club. (Kieffer, Halliday) Motion carried 5 – 0.

The calendar of events for March 2020 and April 2020 were reviewed.

A motion was made at 8:35 PM to enter executive session to discuss a legal matter. (Loughren, Halliday) Motion carried 5 – 0.

A motion was made at 8:50 PM to exit Executive Session. (Loughren, Halliday) Motion carried 5 – 0.

The next regular meeting of the Library Board will be held on Monday, April 13, 2020 at 7:00 PM.

A motion was made to adjournment the meeting at 8:55 pm. (Halliday) Motion carried 5 – 0.

Debra Mitchell
Board Secretary

