

**DRAFT**

**MINUTES OF THE SAYVILLE LIBRARY  
BOARD OF TRUSTEES MEETING  
Monday, April 13, 2020  
via Zoom Meeting ID 974-195-005**

**PRESENT:**

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

**ABSENT:** Debra Mitchell with excuse

Library Board President Marianne Bastian called the meeting to order at 7:10 PM.

After review, a motion was made to approve the Minutes of the March 9, 2020 Regular Board Meeting. (Halliday, Kieffer) Motion carried 4 – 0.

After review, a motion was made to approve the Minutes of the March 31, 2020 Special Board Meeting. (Halliday, Kieffer) Motion carried 4 – 0.

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

After review, a motion was made to approve the April 1-13, 2020 authorization list.  
(Kieffer, Halliday) Motion carried 4 – 0.

After review, a motion was made to approve the March 10-31, 2020 Prepaid authorization list.  
(Halliday, Kieffer) Motion carried 4 – 0.

After review, a motion was made to approve March 2020 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 March 31, 2020 were reviewed.

After review, a motion was made to accept the Director's Report dated April 13, 2020.  
(Halliday, Kieffer) Motion carried 4 – 0.

The statistics and circulation figures for March 2020 were reviewed.

A report from the Department Heads was reviewed.

The Assistant Director's Report was reviewed.

The new Library logo was reviewed.

A draft of the new website was reviewed.

A motion was made to cancel the Library's annual budget and tax appropriation vote originally scheduled for May 19, 2020 based on exigencies of the COVID-19 Pandemic. (Loughren, Halliday) Motion carried 4 – 0.

The Trustee election was discussed.

Correspondence from Lorraine Martin, President of the Friends was shared.

The next regular meeting of the Library Board will be held on Monday, May 11, 2020 at 7:00 PM.

A motion was made to adjournment the meeting at 7:56 pm. (Halliday) Motion carried 4 – 0.

Debra Mitchell  
Board Secretary