

DRAFT

**MINUTES OF THE SAYVILLE LIBRARY
BOARD OF TRUSTEES MEETING
Monday, September 14, 2020**

PRESENT:

Marianne Bastian
Joseph Loughren
Linda Halliday
Louisa Kieffer
Debra Mitchell
Jennifer Fowler, Director
Jody D'Ambrosio, Business Manager

ABSENT WITH EXCUSE:

Robert Goykin, Assistant Director

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 the July 13, 2020 Regular Board Meeting. (Halliday, Kieffer) Motion carried 5 – 0.

After review, a motion was made to approve the Minutes of the July 13, 2020 Reorganization Board Meeting. (Halliday, Loughren) Motion carried 5 – 0.

After review, a motion was made to accept the Agenda as amended. Additions under New Business included Open Meetings and Programming. (Loughren, Halliday) Motion carried 5 – 0.

After review, a motion was made to approve the September 1-14, 2020 authorization list. (Halliday, Kieffer) Motion carried 5 – 0.

After review, a motion was made to approve the August 11-31, 2020 Prepaid authorization list. (Halliday, Loughren) Motion carried 5 – 0.

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

The Treasurer's Monthly Financial Reports (Schedule of Appropriations) for the period ending August 31, 2020 were reviewed.

After review, a motion was made to accept the Director's Report dated September 14, 2020. (Halliday, Kieffer) Motion carried 5 – 0.

The statistics and circulation figures for July & August 2020 were reviewed.

After review, a motion was made to accept the Personnel Report for September 2020.

(Halliday, Loughren) Motion carried 5 – 0.

A report from the Adult Programmer/Page Supervisor was reviewed.

The Assistant Director's Report was reviewed.

A motion was made to approve the disposal of equipment. (Kieffer, Halliday) Motion carried 5 – 0.

A motion was made to approve Debra Mitchell and Linda Halliday to review the August 2020 bills for payment. (Kieffer, Loughren) Motion carried 5 – 0.

A notice of a rate change from First National Bank Long Island was reviewed.

After review, a motion was made to approve the Telecommuting Policy. (Halliday, Loughren) Motion carried 5 – 0.

The Community Survey was reviewed.

Open meetings were discussed.

Programming was discussed.

Correspondence from Chris & Donna Heisig was shared.

Correspondence from James Bertsch was shared.

The next regular meeting of the Library Board will be held on Tuesday, October 13, 2020 at 7:00 PM via Zoom.

A motion was made to adjournment the meeting at 8:53 pm. (Loughren) Motion carried 5 – 0.

Debra Mitchell
Board Secretary