

DRAFT

**MINUTES OF THE SAYVILLE LIBRARY
BOARD OF TRUSTEES MEETING
Monday, March 8, 2021
Via Zoom Meeting ID # 824 0248 2785**

PRESENT:

Marianne Bastian
Joseph Loughren
Debra Mitchell
Linda Halliday
Louisa Kieffer
Jennifer Fowler, Director
Robert Goykin, Assistant Director
Jody D'Ambrosio, Business Manager
Alex Cranshaw (for presentation)

Library Board President Marianne Bastian called the meeting to order at 7:05 PM.

After review, a motion was made to approve the Minutes of the February 8, 2021 Regular Board Meeting. (Halliday, Kieffer) Motion carried 5 – 0.

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

After review, a motion was made to approve the March 1-8, 2021 authorization list. (Kieffer, Halliday) Motion carried 5 – 0.

After review, a motion was made to approve the February 9-28, 2021 Prepaid authorization list. (Halliday, Loughren) Motion carried 5 – 0.

After review, a motion was made to approve the February 2021 Payroll Warrant as presented by D. Mitchell. (Halliday, Loughren) Motion carried 5 – 0.

The Treasurer's Monthly Financial Reports (Schedule of Appropriations) for the period ending February 28, 2021 were reviewed.

After review, a motion was made to accept the Director's Report dated March 8, 2021. (Halliday, Kieffer) Motion carried 5 – 0.

The statistics and circulation figures for February 2021 were reviewed.

A report from the Emerging Technologies Librarian, Alex Cranshaw, was presented.

The Assistant Director's Report was reviewed.

After review, a motion was made to approve the proposed 2021-2022 Library Operating Budget. (Loughren, Mitchell) Motion carried 5 – 0.

After review, a motion was made to accept the amendments to the Internet & Electronic Resources Policy. (Halliday, Loughren) Motion carried 5 – 0.

After review, a motion was made to adopt the Health Emergency Plan. (Halliday, Loughren) Motion carried 5 – 0.

After review, a motion was made to approve the 2020 New York State Annual Report. (Mitchell, Halliday) Motion carried 5 – 0.

After review, a resolution was made to adopt the Retention and Disposition Schedule for New York Local Government Records retroactive beginning on January 1, 2021. (Halliday, Mitchell) Motion carried 5 – 0.

The calendar of events for March 2021 and April 2021 were reviewed.

The next regular meeting of the Library Board will be held on Monday, April 12, 2021 at 7:00 PM via Zoom.

A motion was made to adjournment the meeting at 9:09 pm. (Halliday) Motion carried 5 – 0.

Respectfully Submitted
Jennifer Fowler, Director

As taken by
Jody D'Ambrosio

Debra Mitchell
Board Secretary