REORGANIZATION MEETING OF THE
BOARD OF TRUSTEES OF SAYVILLE LIBRARY
MONDAY, JULY 12, 2021
7:00 PM

AGENDA

I. Meeting called to order and Pledge of Allegiance – Julie Vaccaro, District Clerk

II. Trustee Oath of Office – Debra Mitchell

III. Election of Officers 2021-2022
   A. Office of President
   B. Office of Vice President
   C. Office of Secretary

IV. Appointments/Approvals for 2021 - 2022
   A. Approval of Library Treasurer, Deputy Treasurer and Internal Auditor (Exhibit A)
   B. Library Treasurer Oath of Office (Deputy Treasurer Oath of Office to be done at later date)
   C. Appointment of Deputy Secretary
   D. Approval of Legal Counsel (Exhibit B)
   E. Approval of Accountant/Auditor (Exhibit C)
   F. Approval of Insurance Agent (Exhibit D)
   G. Approval of Newspapers of Record – Suffolk County News & Newsday (Exhibit E)

V. Designation of Standing Committees:
   A. Budget & Finance (formerly Halliday & Kieffer)
   B. Services & Programs (formerly Loughren & Kieffer)
   C. Personnel (formerly Loughren & Mitchell)
   D. Policies and Bylaws (formerly Mitchell & Halliday)

VIII. Approval of Circulation Policies and Fines and Fees (Exhibit F)

IX. Approval - Designation of Depository Accounts (Exhibit G)

X. Approval – Designation of checking account signatories (Exhibit H)

XI. Approval of the Time and Place of Regular Board Meetings (Exhibit I)

XIII. Approval of Calendar of Holidays & Closed Days (Exhibit J)

XIV. Review of Financial Policies

XV. Review of Open Meetings Law
XVI. Review of the By-Laws of the Sayville Library Board of Trustees

XVII. Review of Sayville Library Code of Ethics Policy

XVIII. Review of Sayville Library Procurement Policy

XIX. Review of Sayville Library Health Emergency Plan

XX. Assign Board Members to review Payroll Warrants (Exhibit K)

XXI. Conflict of Interest – Affirmation of Compliance

XXII. Adjourn