

DRAFT

**MINUTES OF THE SAYVILLE LIBRARY
BOARD OF TRUSTEES MEETING
Monday, December 13, 2021**

PRESENT:

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

ABSENT WITH EXCUSE:

Debra Mitchell

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 November 8, 2021 Regular 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 December 1-13, 2021 Authorization list. (Kieffer, Halliday) Motion carried 4 – 0.

After review, a motion was made to approve the November 9-30, 2021 Prepaid Authorization list. (Halliday, Loughren) Motion carried 4 – 0.

After review, a motion was made to approve the December 1-13, 2021 Capital Fund Authorization list. (Kieffer, Halliday) Motion carried 4 – 0.

After review, a motion was made to approve the November 2021 Payroll Warrant as presented by L. Kieffer. (Halliday, Loughren) Motion carried 4 – 0.

The Treasurer's Monthly Financial Reports (Schedule of Appropriations) for the period ending November 30, 2021 were reviewed.

After review, a motion was made to accept the Director's Report dated December 13, 2021. (Halliday, Loughren) Motion carried 4 – 0.

The statistics and circulation figures for November 2021 were reviewed.

A report from the Youth Services Program Coordinator was reviewed.

After review, a motion was made to accept the Personnel Report for December 2021.
(Halliday, Kieffer) Motion carried 4 – 0.

The Assistant Director's Report was reviewed.

An update of the LED Lighting Project was presented.

After presentation by Roger Reyes, Assistant Director (SCLS) and discussion, a motion was made for Sayville Library to enroll in the Sustainable Libraries Initiative Program.
(Loughren, Halliday) Motion carried 4 – 0.

After review, a motion was made to approve the Library's Distracted Driving Policy.
(Halliday, Loughren) Motion carried 4 – 0.

Correspondence from Jillian Makris was reviewed.

A recognition from the Chamber of Commerce was reviewed.

The calendar of events for December 2021 and January 2022 were reviewed.

The next regular meeting of the Library Board will be held on Monday, January 10, 2022 at 7:00 PM.

A motion was made to adjournment the meeting at 9:30 pm. (Halliday)
Motion carried 4 – 0.

Respectfully Submitted
Jennifer Fowler, Director

As taken by
Jody D'Ambrosio

Debra Mitchell
Board Secretary