REORGANIZATION MEETING OF THE
BOARD OF TRUSTEES OF SAYVILLE LIBRARY
MONDAY, JULY 10, 2023
7:00 PM

AGENDA

I. Meeting called to order and Pledge of Allegiance – Kevin Seaman, Library Attorney

II. Trustee Oath of Office – Marianne Bastian (to be done at a later date)

III. Election of Officers 2023-2024
   A. Office of President
   B. Office of Vice President
   C. Office of Secretary

IV. Appointments/Approvals for 2023-2024
   A. Approval of Library Treasurer, Deputy Treasurer and Internal Auditor (Exhibit A)
   B. Library Treasurer Oath of Office
   C. Deputy Treasurer Oath of Office (to be done at later date)
   D. Appointment of Deputy Secretary
   E. Approval of Legal Counsel (Exhibit B)
   F. Approval of Accountant/Auditor (Exhibit C)
   G. Approval of Insurance Agent (Exhibit D)
   G. Approval of Newspapers of Record – Suffolk County News (Exhibit E)

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

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

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

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

XV. Review of Financial Policies
XVI. Review of Open Meetings Law

XVII. Review of the By-Laws of the Sayville Library Board of Trustees

XVIII. Review of Sayville Library Code of Ethics Policy

XIX. Review of Sayville Library Procurement Policy

XX. Review of Sayville Library Health Emergency Plan

XXI. Conflict of Interest – Affirmation of Compliance

XXII. Adjourn