

DRAFT

**MINUTES OF THE SAYVILLE LIBRARY
BOARD OF TRUSTEES MEETING
Monday, February 13, 2023**

PRESENT:

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

Library Board President Joseph Loughren called the meeting to order at 7:01 PM.

After review, a motion was made to approve the Minutes of the January 9, 2023 Regular Board Meeting. (Halliday, Bastian) Motion carried 5 – 0.

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

After review, a motion was made to approve the February 1-13, 2023 Authorization list. (Mitchell, Halliday) Motion carried 5 – 0.

After review, a motion was made to approve the January 10-31, 2023 Prepaid Authorization list. (Halliday, Mitchell) Motion carried 5 – 0.

After review, a motion was made to approve the February 1-13, 2023 Capital Fund Authorization list. (Kieffer, Bastian) Motion carried 5 – 0.

After review, a motion was made to approve the January 2023 Payroll Warrant as presented by L. Kieffer. (Halliday, Bastian) Motion carried 5 – 0.

The Treasurer's Monthly Financial Reports (Schedule of Appropriations) for the period ending January 31, 2023 were reviewed.

The Director's Report dated February 13, 2023 was reviewed.

The statistics and circulation figures for January 2023 were reviewed.

A report from the Head of Teen Services was reviewed.

After review, a motion was made to accept the Personnel Report for February 2023. (Halliday, Kieffer) Motion carried 5 – 0.

The Assistant Director's Report was reviewed.

The Buildings and Grounds Report was reviewed.

A draft of the proposed 2023-2024 Budget was presented.

A letter and donation from the Rotary Club was reviewed.

The calendar of events for February 2023 and March 2023 were reviewed.

The next regular meeting of the Library Board will be held on Monday, March 13, 2023 at 7:00 PM.

A motion was made to adjournment the meeting at 8:54 PM. (Mitchell) Motion carried 5 – 0.

Respectfully Submitted
Jennifer Fowler, Director

As taken by
Jody D'Ambrosio

Debra Mitchell
Board Secretary