



**MINUTES OF THE SAYVILLE LIBRARY
BOARD OF TRUSTEES MEETING
Monday, December 11, 2023**

PRESENT:

Joseph Loughren
Marianne Bastian
Debra Mitchell (Left at 7:50 pm with excuse)
Linda Halliday
Jennifer Fowler, Director
Timothy Sicurella, Assistant Director
Jody D'Ambrosio, Business Manager

ABSENT WITH EXCUSE:

Louisa Kieffer

Library Board President Joseph Loughren called the meeting to order at 7:02 PM.

After review, a motion was made to approve the Minutes of the November 13, 2023 Regular Board Meeting. (Mitchell, Halliday) Motion carried 4 – 0.

After review, a motion was made to accept the Agenda. (Bastian, Halliday) Motion carried 4 – 0.

After review, a motion was made to approve the December 1-11, 2023 Authorization list. (Bastian, Halliday) Motion carried 4 – 0.

After review, a motion was made to approve the November 14-December 1, 2023 **Prepaid** Authorization list. (Mitchell, Halliday) Motion carried 4 – 0.

After review, a motion was made to approve the December 1-11, 2023 **Capital** Fund Authorization list. (Halliday, Mitchell) Motion carried 4 – 0.

After review, a motion was made to approve the November 2023 Payroll Warrant as presented by D. Mitchell. (Bastian, Halliday) Motion carried 4 – 0.

The Treasurer's Monthly Financial Reports (Schedule of Appropriations) for the period ending November 30, 2023 were reviewed.

The Director's Report dated December 11, 2023 was reviewed.

The statistics and circulation figures for November 2023 were reviewed.

A report from the Emerging Tech Librarian was reviewed.

The Assistant Director's Monthly Report was reviewed.

The Buildings and Grounds Report was reviewed.

After review, a motion was made to approve Urban Village Contracting Inc. to furnish and install doors in the Portico room at a cost not to exceed \$18,075. (Halliday, Bastian) Motion carried 3 - 0.

The calendar of events for December 2023 and January 2024 were reviewed.

The next regular meeting of the Library Board will be held on Monday, January 8, 2024 at 7:00 PM.

A motion was made to adjournment the meeting at 8:09 PM. (Halliday)
Motion carried 3 - 0.

Respectfully Submitted
Jennifer Fowler, Director

As taken by
Jody D'Ambrosio

Debra Mitchell
Board Secretary

