

**Meeting of the Sayville Library Board of Trustees**  
**Monday, December 11, 2023, 7:00 PM**  
**Agenda**

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- I. Convening
  - A. Call to Order
  - B. Pledge of Allegiance
- II. Reading and Acceptance of the Minutes & Agenda
  - A. The minutes of the November 13, 2023 Regular Board Meeting\*
  - B. Corrections or amendments to the Agenda\*
- III. Financial Matters
  - A. Examination and approval of the December 1 - 11, 2023 authorization\*
  - B. Examination and approval of the November 14 - December 1, 2023 **Prepaid** authorization list\*
  - C. Examination and approval of the December 1 - 11, 2023 **Capital Fund** authorization\*
  - D. Examination and approval of the November 2023 Payroll Warrant\*
  - E. Review of the District Treasurer's Monthly Reports (Schedule of Appropriations) for the period ending November 30, 2023
- IV. Opportunity for Public Expression
- V. Committee Reports
  - A. Budget & Finance Bastian & Halliday
  - B. Services & Programs Kieffer & Mitchell
  - C. Personnel Kieffer & Mitchell
  - D. By-Laws & Policies Bastian & Halliday
- VI. Administration Reports
  - A. Director's Monthly Report
  - B. Statistics and circulation figures for November 2023
  - C. Emerging Tech Librarian Report
  - D. Assistant Director's Monthly Sustainability Report
  - E. Buildings & Grounds Report
- VII. Unfinished Business
- VIII. New Business
  - A. Portico Doors Proposal\*
- IX. Exhibits, Miscellaneous Library Information
- X. Executive Session (if necessary)
- XI. Announcements
  - A. The next regular meeting will take place at 7:00 PM Monday, January 8, 2024.
- XII. Adjournment\* \* indicates action may be needed