**MINUTES OF THE SAYVILLE LIBRARY
BOARD OF TRUSTEES MEETING
Monday, January 8, 2024**

PRESENT: **ABSENT WITH EXCUSE:**
    Joseph Loughren   Debra Mitchell
    Marianne Bastian
    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 7:00 PM.

After review, a motion was made to approve the Minutes of the December 11, 2023 Regular Board Meeting. (Bastian, Halliday) Motion carried 4 – 0.

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

After review, a motion was made to approve the January 1-8, 2024 Authorization list. (Kieffer, Halliday) Motion carried 4 – 0.

After review, a motion was made to approve the December 12-31, 2023 **Prepaid** Authorization list. (Halliday, Bastian) Motion carried 4 – 0.

After review, a motion was made to approve the January 1-8, 2024 **Capital** Fund Authorization list. (Bastian, Halliday) Motion carried 4 – 0.

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

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

The statistics and circulation figures for December 2023 were reviewed.

A report from the Head of Adult Services was reviewed.

After review, a motion was made to approve the Personnel report for January 2024. (Halliday, Kieffer) Motion carried 4 – 0.

The Assistant Director's Monthly Report was reviewed.

The Buildings and Grounds Report was reviewed.

The calendar of events for January and February 2024 were reviewed.

The next regular meeting of the Library Board will be held on Monday, February 12, 2024 at 7:00 PM.

A motion was made to adjournment the meeting at 8:02 PM. (Halliday)
Motion carried 4 - 0.

Respectfully Submitted   As taken by
Jennifer Fowler, Director   Jody D'Ambrosio

Debra Mitchell
Board Secretary