



**MINUTES OF THE SAYVILLE LIBRARY
BOARD OF TRUSTEES MEETING
Monday, February 12, 2024**

PRESENT:

Joseph Loughren
Marianne Bastian
Debra Mitchell
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 7:03 PM.

After review, a motion was made to approve the Minutes of the January 8, 2024 Regular Board Meeting. (Halliday, Mitchell) Motion carried 4 - 0.

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

After review, a motion was made to approve the February 1-12, 2024 Authorization list. (Halliday, Bastian) Motion carried 4 - 0.

After review, a motion was made to approve the January 9-31, 2024 **Prepaid** Authorization list. (Halliday, Mitchell) Motion carried 4 - 0.

After review, a motion was made to approve the February 1-12, 2024 **Capital** Fund Authorization list. (Mitchell, Bastian) Motion carried 4 - 0.

After review, a motion was made to approve the January 2024 Payroll Warrant as presented by D. Mitchell. (Halliday, Bastian) Motion carried 4 - 0.

The Treasurer's Monthly Financial Reports (Schedule of Appropriations) for the period ending January 31, 2024 were reviewed.

The Director's Report dated February 12, 2024 was reviewed.

The statistics and circulation figures for January 2024 were reviewed.

A report from the Head of Teen Services was reviewed.

After review, a motion was made to approve the Personnel report for February 2024. (Halliday, Mitchell) Motion carried 4 - 0.

The Assistant Director's Monthly Sustainability Report was reviewed.

The Buildings and Grounds Report was reviewed.

A motion was made at 8:09 PM to enter Executive Session to discuss collective bargaining negotiations. (Halliday, Bastian) Motion carried 4 - 0.

A motion was made at 9:14 PM to exit Executive Session. (Mitchell, Bastian) Motion carried 4 - 0.

A draft of the proposed 2024-2025 Budget was presented.

After review, a motion was made to approve the 2023 NYS Annual Report. (Halliday, Mitchell) Motion carried 4 - 0.

After review, a motion was made to approve the amendments to the Library's Photography and Video Recording Policy and the Authorization for Use of Library Facility Photography & Filming form. (Halliday, Mitchell) Motion carried 4 - 0.

After review, a motion was made to approve the amendments to the Library's Programs Policy. (Bastian, Mitchell) Motion carried 4 - 0.

A motion was made to approve Assistant Director Tim Sicurella and Adult Librarian Peter Baumann to attend the 2024 Public Library Association conference in Columbus, OH from April 3-6, 2024, expenses not to exceed \$2,500 per attendee. (Halliday, Mitchell) Motion carried 4 - 0.

A motion was made to approve Marianne Ramirez, Head of Teen services, to attend the 2024 American Library Association conference in San Diego, CA from June 25-July 1, 2024, expenses not to exceed \$1,000. (Halliday, Mitchell) Motion carried 4 - 0.

A thank you note from a patron was reviewed.

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

The next regular meeting of the Library Board will be held on Monday, March 11, 2024 at 7:00 PM.

A motion was made to adjournment the meeting at 9:55 PM. (Halliday)
Motion carried 4 - 0.

Respectfully Submitted
Jennifer Fowler, Director

As taken by
Jody D'Ambrosio



Debra Mitchell
Board Secretary