

**Meeting of the Sayville Library Board of Trustees**  
**Monday, February 12, 2024, 7:00 PM**  
**Agenda**

Page 1 of 2

- I. Convening
  - A. Call to Order
  - B. Pledge of Allegiance
  
- II. Reading and Acceptance of the Minutes & Agenda
  - A. The minutes of the January 8, 2024 Regular Board Meeting\*
  - B. Corrections or amendments to the Agenda\*
  
- III. Financial Matters
  - A. Examination and approval of the February 1 - 12, 2024 authorization\*
  - B. Examination and approval of the January 9 - 31, 2024 **Prepaid** authorization list\*
  - C. Examination and approval of the February 1 - 12, 2024 Capital **Fund** authorization\*
  - D. Examination and approval of the January 2024 Payroll Warrant\*
  - E. Review of the District Treasurer's Monthly Reports (Schedule of Appropriations) for the period ending January 31, 2024
  
- 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 January 2024
  - C. Head of Teen Services Report
  - D. Personnel Report for February 2024\*
  - E. Assistant Director's Monthly Sustainability Report
  - F. Buildings & Grounds Report
  
- VII. Unfinished Business
  
- VIII. Executive Session to discuss collective bargaining negotiations\*

**Meeting of the Sayville Library Board of Trustees**  
**Monday, February 12, 2024, 7:00 PM**  
**Agenda**

Page 2 of 2

- IX. New Business
  - A. Review of the Draft Budget for 2024-2025 (Presentation at Meeting)
  - B. Approval of 2023 NYS Annual Report\*
  - C. Amendment to Photography and Video Recording Policy\*
  - D. Amendment to Authorization for Use of Library Facility Photography & Filming form\*
  - E. Amendment to Programs Policy\*
  - F. PLA & ALA Conference Attendance\*
  
- X. Correspondence
  - A. Thank you note from patron
  
- XI. Exhibits, Miscellaneous Library Information
  
- XII. Announcements
  - A. The next regular meeting will take place at 7:00 PM Monday, March 11, 2024.
  
- XIII. Adjournment\* \* indicates action may be needed