



**MINUTES OF THE SAYVILLE LIBRARY
BOARD OF TRUSTEES MEETING
Monday, April 14, 2025**

PRESENT:

Joseph Loughren
Marianne Bastian
Debra Mitchell
Claudia Carpenter
Jennifer Fowler, Director
Jody D'Ambrosio, Business Manager

ABSENT WITH EXCUSE:

Louisa Kieffer

Library Board President Joseph Loughren called the meeting to order at 7:07 PM.

After review, a motion was made to approve the Minutes of the March 10, 2025 Regular Board Meeting. (Mitchell, Carpenter) 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 April 1-14, 2025 Authorization list. (Carpenter, Bastian) Motion carried 4 – 0.

After review, a motion was made to approve the March 11-31, 2025 **Prepaid** Authorization list. (Bastian, Mitchell) Motion carried 4 – 0.

After review, a motion was made to approve the March 2025 Payroll Warrant as presented by D. Mitchell. (Bastian, Carpenter) Motion carried 4 – 0.

The Treasurer's Monthly Financial Reports (Schedule of Appropriations) for the period ending March 31, 2025 were reviewed.

The Director's Report dated April 14, 2025 was reviewed.

The statistics and circulation figures for March 2025 were reviewed.

After review, a motion was made to approve Personnel report for April 2025. (Mitchell, Carpenter) Motion carried 4 – 0.

The Emerging Services Librarian Report was reviewed.

The Assistant Director's Report was reviewed.

The Building and Grounds Report was reviewed.

A report from the Friends of the Library was reviewed.

After review, a motion was made to approve the records destruction authorization.
(Mitchell, Bastian) Motion carried 4 - 0.

A motion was made to approve the transfer of \$100,000 from the General Fund to the Capital Fund (Carpenter, Mitchell) Motion carried 4 - 0.

A motion was made to uncommit \$50,000 in the Capital Fund for Technical Upgrades (Bastian, Carpenter) Motion carried 4 - 0.

A motion was made to commit \$50,000 in the Capital Fund for Building Improvements (Mitchell, Bastian) Motion carried 4 - 0.

A motion was made to commit \$30,000 in the Capital Fund for Furniture & Fixtures (Carpenter, Mitchell) Motion carried 4 - 0.

A motion was made to approve a Capital Fund purchase of Cabinetry and Furniture for the Children's Activity Room and Teen Central from A.R. Kropp & sons at a cost of \$26,043.51 (Mitchell, Bastian) Motion carried 4 - 0.

Correspondence from the Sayville Garden Club was reviewed.

The calendar of events for April 2025 and May 2025 were reviewed.

The next regular meeting of the Library Board will be held on Monday, May 12, 2025, at 7:00 PM.

A motion was made to adjourn the meeting at 8:15 PM. (Mitchell)
Motion carried 4 - 0.

Respectfully Submitted
Jennifer Fowler, Director

As taken by
Jody D'Ambrosio

A handwritten signature in dark ink, appearing to read 'Debra Mitchell', is written over the printed name.

Debra Mitchell
Board Secretary