



**MINUTES OF THE SAYVILLE LIBRARY
BOARD OF TRUSTEES MEETING
Monday, May 12, 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 7:06 PM.

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

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

After review, a motion was made to approve the May 1-12, 2025 Authorization list. (Bastian, Carpenter) Motion carried 4 – 0.

After review, a motion was made to approve the April 15-30, 2025 **Prepaid** Authorization list. (Carpenter, Mitchell) Motion carried 4 – 0.

After review, a motion was made to approve the May 1-12, 2025 **Capital Fund** Authorization list. (Bastian, Carpenter) Motion carried 4 – 0.

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

The Treasurer's Monthly Financial Reports (Schedule of Appropriations) for the period ending April 30, 2025 were reviewed.

The statistics and circulation figures for April 2025 were reviewed.

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

The Head of Patron Services 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.

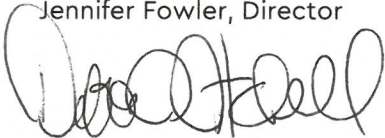
After review, a motion was made to approve the Closing Assurance & Certification of Program Compliance for the State Aid for Library Construction Program in regards to the LED project. (Mitchell, Carpenter) Motion carried 4 - 0.

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

The next regular meeting of the Library Board will be held on Monday, June 9, 2025, at 7:00 PM.

A motion was made to adjourn the meeting at 8:26 PM. (Bastian)
Motion carried 4 - 0.

Respectfully Submitted
Jennifer Fowler, Director

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

Debra Mitchell
Board Secretary

As taken by
Jody D'Ambrosio