

DRAFT

**MINUTES OF THE SAYVILLE LIBRARY
BOARD OF TRUSTEES MEETING
Monday, January 12, 2026**

PRESENT:

Marianne Bastian
Joseph Loughren
Debra Mitchell
Louisa Kieffer
Claudia Carpenter
Jennifer Fowler, Director
Timothy Sicurella, Assistant Director
Jody D'Ambrosio, Business Manager

ABSENT WITH EXCUSE:

Library Board President Marianne Bastian called the meeting to order at 7:10 PM.

After review, a motion was made to approve the Minutes of the January 12, 2026 Regular Board Meeting. (Kieffer, Mitchell) Motion carried 5 – 0.

After review, a motion was made to accept the Agenda. (Loughren, Carpenter) Motion carried 5 – 0.

After review, a motion was made to approve the February 1-9, 2026 Authorization list. (Kieffer, Mitchell) Motion carried 5 – 0.

After review, a motion was made to approve the January 13-31, 2026 **Prepaid** Authorization list. (Carpenter, Loughren) Motion carried 5 – 0.

After review, a motion was made to approve the February 1-9, 2026 **Capital Fund** Authorization list. (Loughren, Mitchell) Motion carried 5 – 0.

After review, a motion was made to approve the January 2026 Payroll Warrant as presented by D. Mitchell (Carpenter, Loughren) Motion carried 5 – 0.

The Treasurer's Monthly Financial Reports (Schedule of Appropriations) for the period ending January 31, 2026 were reviewed.

The Director's Report dated February 9, 2026 was reviewed.

The statistics and circulation figures for January 2026 were reviewed.

After review, a motion was made to approve the Personnel Report for February 2026. (Kieffer, Mitchell) Motion carried 5 – 0.

The Youth Program Coordinator Report was reviewed.

The Assistant Directors Report was reviewed.

The Building and Grounds Report was reviewed.

The Friends of the Library Report was reviewed.

No Unfinished Business.

A draft of the proposed 2026-2027 Budget was presented.

After discussion, a motion was made to approve the amendments to the Library's 3D Printing Policy. (Mitchell, Carpenter) Motion carried 5 – 0.

The Confidentiality of Library Records Policy Update was tabled until next month.

After discussion, a motion was made to approve closing the Library at 6pm on Friday, July 31, 2026 for a Teen "Lock-in" program. (Loughren, Mitchell) Motion carried 5 – 0.

A thank you card from L. Halliday was reviewed.

The calendar of events for February & March 2026 were reviewed.

The next Regular meeting will take place at 7:00 PM on Monday, March 9, 2026.

A motion was made to adjourn the meeting at 9:01 PM. (Mitchell)
Motion carried 5 – 0.

Respectfully Submitted
Jennifer Fowler, Director

As taken by
Jody D'Ambrosio

Debra Mitchell
Board Secretary