

**DRAFT**

**MINUTES OF THE SAYVILLE LIBRARY  
BOARD OF TRUSTEES MEETING  
Monday, March 9, 2026**

**PRESENT:**

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

**ABSENT WITH EXCUSE:**

Louisa Kieffer  
Timothy Sicurella, Assistant Director

Library Board President Marianne Bastian called the meeting to order at 7:08 PM.

After review, a motion was made to approve the Minutes of the February 9, 2026 Regular Board Meeting. (Mitchell, Carpenter) Motion carried 4 – 0.

After review, a motion was made to accept the Agenda with the addition of item F under New Business for IT Discards . (Loughren, Carpenter) Motion carried 4 – 0.

After review, a motion was made to approve the March 1-9, 2026 Authorization list. (Mitchell, Carpenter) Motion carried 4 – 0.

After review, a motion was made to approve the February 10-28, 2026 **Prepaid** Authorization list. (Loughren, Mitchell) Motion carried 4 – 0.

After review, a motion was made to approve the March 1-9, 2026 **Capital Fund** Authorization list. (Carpenter, Loughren) Motion carried 4 – 0.

After review, a motion was made to approve the February 2026 Payroll Warrant as presented by D. Mitchell (Loughren , Carpenter) Motion carried 4 – 0.

The Treasurer's Monthly Financial Reports (Schedule of Appropriations) for the period ending February 28, 2026 were reviewed.

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

The statistics and circulation figures for February 2026 were reviewed.

The Head of Teen Services Report was reviewed.

The Building and Grounds Report was reviewed.

The Friends of the Library Report was reviewed.

After discussion, the following resolution was made to override the NYS Tax Cap for fiscal year 2026-2027:

Whereas, the adoption of this 2026-2027 budget for the Sayville Library requires a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

Resolved, that the Board of Trustees of the Sayville Library voted and approved to exceed the tax levy limit for 2026-2027 by at least the sixty percent of the board of trustees as required by state law on March 9, 2026.

(Mitchell, Loughren) Motion carried 4 – 0.

After review a motion was made to approve the proposed 2026-2027 Budget as presented. (Loughren, Carpenter) Motion carried 4 – 0.

After discussion, a motion was made to approve the amendments to the Confidentiality of Library Records Policy. (Mitchell, Carpenter) Motion carried 4 – 0.

After discussion, a motion was made to adopt the Library's new Artificial Intelligence Policy as presented by A. Cranshaw. (Loughren, Carpenter) Motion carried 4 – 0.

After discussion, a motion was made to approve the amendments to the Library's Media Conversion Policy. (Mitchell, Loughren) Motion carried 4 – 0.

The SBU Healthy Libraries Program Report for Fall 2025 was reviewed.

After discussion, a motion was made for the Library to be open to the public until 8:00 pm on Saturday, October 17, 2026 to accommodate Teen Haunted House Program. (Loughren, Mitchell) Motion carried 4 – 0.

After review, a motion was made to approve the discard of the attached list of computer equipment. (Loughren, Carpenter) Motion carried 4 – 0.

A thank you email from C. Dinkel was reviewed.

A thank you letter from Long Island Cares was reviewed.

A letter with state information from Senator Weik was reviewed.

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

The next Regular meeting will take place at 7:00 PM on Monday, April 13, 2026.

A motion was made to adjourn the meeting at 9:06 PM. (Mitchell)

Motion carried 4 – 0.

Respectfully Submitted  
Jennifer Fowler, Director

As taken by  
Jody D'Ambrosio

Debra Mitchell  
Board Secretary

# MEMO

To: Board of Trustees  
From: Jennifer T. Fowler, Director  
Date: March 9, 2026  
Re: IT Discards Inventory List – 03/2026

Request for a motion to approve the discard of the attached list of computer equipment.

## IT Discards Inventory List BOX 1 – March 2026

Model	Serial No.	Price
NEC SV8300 DT330 Telephone	2B2145B4600066	\$45.00
NEC SV8300 DT330 Telephone	2B2295B3400190	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600153	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600155	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600056	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600061	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600055	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600049	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600159	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600054	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600160	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600050	\$45.00
NEC SV8300 DT330 Telephone	2B2165B4400511	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600154	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600067	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600058	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600065	\$45.00
NEC UX5000 Cordless DECT	418024928	\$75.00

## IT Discards Inventory List BOX 2 – March 2026

Model	Serial No.	Price
NEC 22B HF/Disp Aspirephone	13505802C	\$30.00
NEC 22B HF/Disp Aspirephone	16608440D2	\$30.00
NEC 22B HF/Disp Aspirephone	18508045G2-G	\$30.00
NEC SV8300 DT330 Telephone	2B2145B4600152	\$45.00
NEC SV8300 DT330 Telephone	2B2235B4401745	\$45.00
NEC SV8300 DT330 Telephone	2B2145T2202916	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600158	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600157	\$45.00
NEC SV8300 DT330 Telephone	2B2235B4401747	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600151	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600068	\$45.00
NEC SV8300 DT330 Telephone	2B2235B4401746	\$45.00
NEC SV8300 DT330 Telephone	2B2235B4401741	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600057	\$45.00
NEC SV8300 DT330 Telephone	2B2145B4600051	\$45.00
Denon Tuner TU-1500RD	3071509816	\$95.00
3M MP8765 Portable Projector	MP8765	\$185.00