

DRAFT

**MINUTES OF THE SAYVILLE LIBRARY
BOARD OF TRUSTEES MEETING
Monday, July 8, 2024**

PRESENT:

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

Library Board President Joseph Loughren called the meeting to order at 7:20 PM.

After review, a motion was made to approve the Minutes of the June 10, 2024 Regular Board Meeting. (Bastian, Mitchell) Motion carried 5 – 0.

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

After review, a motion was made to approve the July 1-8, 2024 Authorization list. (Bastian, Mitchell) Motion carried 5 – 0.

After review, a motion was made to approve the June 11-30, 2024 **Prepaid** Authorization list. (Kieffer, Bastian) Motion carried 5 – 0.

After review, a motion was made to approve the July 1-8, 2024 **Capital** Fund Authorization list. (Mitchell, Bastian) Motion carried 5 – 0.

After review, a motion was made to approve the June 2024 Payroll Warrant as presented by D. Mitchell. (Bastian, Carpenter) Motion carried 5 – 0.

The Treasurer's Monthly Financial Reports (Schedule of Appropriations) for the period ending June 30, 2024 were reviewed.

The statistics and circulation figures for June 2024 were reviewed.

The Assistant Director's Report was reviewed.

The Buildings and Grounds Report was reviewed.

A motion was made to approve the removal of equipment retroactive to 12/31/2023. (Kieffer, Carpenter) Motion carried 5 – 0.

After discussion, a motion was made to cancel the regularly scheduled Trustee meeting scheduled for August 12, 2024. (Mitchell, Bastian) Motion carried 5 – 0.

After discussion, a motion was made to approve trustee Claudia Carpenter and trustee Debra Mitchell to review the August 2024 bills for payment. (Bastian, Kieffer) Motion carried 5 – 0.

A letter of appreciation from a patron was reviewed.

A donation from the Pilot Club of Sayville was reviewed.

A Suffolk County News advertisement by the Islip zone libraries was reviewed.

The calendar of events for July 2024 and August 2024 were reviewed.

The next regular meeting of the Library Board will be held on Monday, September 9, 2024 at 7:00 PM.

A motion was made to adjournment the meeting at 8:01 PM. (Mitchell)
Motion carried 5 – 0.

Respectfully Submitted
Jennifer Fowler, Director

As taken by
Jody D'Ambrosio

Debra Mitchell
Board Secretary