

**SACHEM PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
NOVEMBER 21, 2016 – 7:00 P.M.
AGENDA**

1. Salute to flag/call to order
2. Public Participation
3. Response Letter to State Auditor
4. Reading and approval of minutes of the Regular Board Meeting on October 17, 2016 **(Motion)**
5. Reading and approval of minutes of Executive Session on October 17, 2016 **(Motion)**
6. Reading and approval of Payroll and Related Expenses for October 2016 **(Motion) (Motion Warrant #11, Warrant #13, Warrant #14)**
7. Reading and approval of the Payroll Summary for October 2016 **(Motion)**
8. Reading and approval of Treasurer's Report for October 2016 **(Motion)**
9. Reading and approval of Schedule of Bills for November 21, 2016 **(Motion Warrant #15)**
10. Director's Report
11. Assistant Director's Report
12. Department Reports
13. SCLS Board Report, Marguerite Barone
14. Conference Reports
15. Old Business
 - A. Renovation Update
 - B. Renewal of Library Policies: (Alcohol/Drug Free Workplace, Code of Personal Conduct, Credit Card, Display & Exhibit, Internet Usage, Nepotism and Purchasing) **(Motion)**
16. New Business
 - A. Equipment Disposal **(Motion)**
 - B. SCLS 2017 Budget **(Motion)**
 - C. Library Card Expiration Extension **(Motion)**
 - D. Friends of Schem Public Library 2017 Scholarship Application
 - E. Café Lease **(Motion)**
 - F. Personnel Report **(Motion)**
 - G. Other
 - H. SCLS Annual Meeting, Wednesday, December 7, 2016
 - I. Reminder: Annual Trustee Workshop at SCLS, Wednesday, January 18, 2017, 7pm; weather date 1/25/17
 - J. Next Board Meeting – Monday, December 19, 2016
17. Correspondence
 - A. Letter form Senator Thomas Croci
18. Adjournment