

**SACHEM PUBLIC LIBRARY  
BOARD OF TRUSTEE MEETING  
FEBRUARY 13, 2020 - 7:00 P.M.  
AGENDA**

1. Salute to flag/call to order
2. Public Participation
3. Adoption of the Agenda **(Motion)**
4. Appointment of Trustee
5. Reading and approval of minutes of Regular Board Meeting on January 21, 2020 **(Motion)**
6. Reading and approval of the minutes of Executive Session of the Regular Board Meeting January 21, 2020 **(Motion)**
7. Reading and approval of Payroll and Related Expenses **(Motion) (Motion Warrant #22, Warrant #24, and Warrant #26)**
8. Reading and approval of the Payroll Summary for January 2020 **(Motion)**
9. Reading and approval of Treasurer's Report for January 2020 **(Motion)**
10. Reading and approval of Schedule of Bills for February 13, 2020 **(Motion Warrant #25)**
11. Director's Report
12. Assistant Director's report
13. Department Reports
14. Internal Auditor's Report
15. SCLS Board Report, Marguerite Barone
16. Old Business
  - A. A Discussion of Tutorial Room/Designation of Spaces Policy
  - B. Updated Circulation Loan Policy **(Motion)**
  - C. Revision of Board of Trustees Meeting Dates for 2020 and Determination of Rotation for Monthly Signing of Bills\* **(Motion)**
17. New Business
  - A. New York State 2019 Report **(Motion)**
  - B. Approval of Transfer of Funds **(Motion)**
  - C. Approval of FY2020/2021 Proposed Budget/Transfer of Fund Balance **(Motion)**
  - D. Approval of Generator Repair **(Motion)**
  - E. Approval of New Staff Area **(Motion)**
  - F. Equipment Disposable **(Motion)**
  - G. Personnel Report **(Motion)**
  - H. Other
  - I. Reminder: Library Advocacy Day, February 24 & 25, 2020  
Next Board Meeting – Tuesday, March 24, 2020, 7:00 p.m.  
Budget Hearing – Tuesday, March 24, 2020, 7:00 p.m. Children's Program Room  
Reminder: Long Island Library Conference - Melville, NY - Thursday, May 14, 2020
18. Adjournment