

**SACHEM PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
NOVEMBER 21, 2023 - 5:00 P.M.  
AGENDA**

1. Call to Order
2. A Pledge of Allegiance
3. Adoption of the Agenda **(Motion)**
4. Public Expression/Participation
5. Approval of Minutes of the SCLS Trustee Caucus for October 17, 2023 **(Motion)**
6. Approval of Minutes of the Regular Board Meeting on October 17, 2023 **(Motion)**
7. Approval of Treasurer's Report, October 2023 **(Motion)**
  - A. Review of Budget Status Report for October 2023
  - B. Review of Revised Budget Status Report for June 2023
  - C. Approval of Payroll Expense Report, October 2023 **(Motion)**
  - D. Approval of Payroll Warrants: #13 **(Motion)**, #15 **(Motion)**, #16 **(Motion)**
  - E. Approval of Payroll Summary, October 2023 **(Motion)**
  - F. Approval of Bills: Warrant #14, November 2023 **(Motion)**
8. Reports
  - A. Director's Report
  - B. Assistant Director's Report
  - C. Library Statistical Report
  - D. Conference Reports
  - E. SCLS Board Report, Susan Tychnowicz
9. Old Business
  - A. SCLS 2024 Budget **(Motion)**
10. New Business
  - A. Approval of Purchase and Installation of Café Blinds **(Motion)**
11. Other
  - A. Reminder: Staff Appreciation Luncheon – Wednesday, December 6, 2023
  - B. Garden of Lights - December 6<sup>th</sup>-9<sup>th</sup>, 13<sup>th</sup>-15<sup>th</sup>
  - C. Holiday Night Market - Saturday, December 9<sup>th</sup> 5:30-8:30 p.m.
  - D. The Next Board Meeting – Tuesday, December 19, 2023 at 5:00 p.m.
12. Executive Session (if needed) **(Motion)**
13. Personnel Report **(Motion)**
14. Adjournment **(Motion)**