

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

The regular meeting of Sachus Public Library Board of Trustees was attended by Thomas Lohr, Diane Longo, Marguerite Barone, Neely McCahey, Kristen Stroh and Sandra Bartalis.

Susan Tychnowicz and Robert Winowitch informed the trustees that they would not be available for the November 21, 2023 board meeting and was formally excused.

The Board members previewed the board meeting items on the agenda electronically prior to the meeting. Trustee Thomas Lohr reviewed all warrants with the Director before being presented to the Board for their approval.

The meeting was called to order at 5:13 p.m.

The meeting began with a pledge of allegiance.

The Board adopted the agenda. (Longo, Barone; unanimous)

Public Expression/Participation

None

Minutes

The Board approved the Minutes of the SCLS Trustee Caucus Meeting held on October 17, 2023. (Longo, Barone; unanimous)

The Board approved the Minutes of the Regular Board Meeting held on October 17, 2023. (Barone, Lohr; unanimous)

Treasurer's Report

The Treasurer's Report for October 2023 in the amount of \$7,205,812.87 was approved. (Longo, Barone; unanimous)

The Board reviewed the Budget Status report for October 2023.

The Board reviewed the revised Budget Status report for June 2023.

Payroll and Related Expenses

The Payroll and Related Expenses for October 2023 in the amount of \$614,837.52 was approved. (Barone, Lohr; unanimous)

Payroll Warrant #13 dated October 1, 2023 in the amount of \$31,405.50 was approved. (Longo, Barone; unanimous)

Payroll Warrant #15 dated October 12, 2023 in the amount of \$140,526.25 was approved. (Barone, Longo; unanimous)

Payroll Warrant #16 dated October 26, 2023 in the amount of \$23,445.81 was approved. (Barone, Longo; unanimous)

The October 2023 Payroll Summary was approved. (Longo, Barone; unanimous)

Schedule of Bills

The November 21, 2023 Schedule of Bills, warrant #14 in the amount of \$257,702.06 was approved. (Barone, Longo; unanimous)

Director's Report

The Board reviewed the Director's report with interest. She announced that there are 25 days left to vote for the Bethpage Best of Long Island. The Farmingville Residents Association has devoted members interested in helping with the Haunted Garden. Ms. McCahey reported to the Board that staff members at the computer reference desk were recognized by patrons for having exceptional knowledge and being very helpful. The Holbrook Fire Department has expressed interest in partnering with the Library with events at the firehouse. Ms. McCahey stated that the Coat Drive located in the library's lobby which is partnered with Senator Dean Murry and is very successful. Ms. McCahey announced that the Toy Drive, Coat Drive, Pajama Drive & Drug Takeback program sponsored by Suffolk County Police Department 6th Precinct and Brookhaven Town Councilman Neil Manzella will be held on December 7, 2023 in the parking lot.

Assistant Director's Report

Mrs. Stroh reported to the Board about Sachem Public Library's "Library of Things." Her report detailed the different items that have been circulated. The top three items were the Roku, Hotspots and Chromebooks.

Library Statistics

The Board reviewed all the library statistics with interest.

Conference Reports Report

The Board reviewed the conference reports to NYLA from three of Sachem's Librarians.

SCLS Board Report

None

Old Business

The Board approved the Proposed FY2024 SCLS Operating Budget. (Longo, Barone; unanimous)

New Business

The Board approved the purchase and installation of blinds for the newly renovated Café space from Royal Window Products at 170 Central Avenue, Unit 7 in Farmingdale, NY 11735 for an amount of \$12,813. (Barone, Lohr; unanimous)

Other

The Director reminded the Board that the Staff Appreciation Luncheon will be held on Wednesday, December 6, 2023.

The Holiday Lights will be held December 6-9th and 13-15th from 5:30 p.m. to 8:30 p.m.

The Holiday Night Market will be held Saturday, December 9, 2023 from 5:00 p.m. to 8:00 p.m.

The Next Board Meeting will be held on Tuesday, December 19, 2023 at 5:00 p.m.

Executive Session

None

Personnel Report

The Personnel Report was approved. (Lohr, Longo; unanimous)

Adjournment

The meeting was adjourned at 5:54 p.m. (Longo, Barone; unanimous)

Respectfully submitted,

Diane Longo