

**SACHEM PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
FEBRUARY 16, 2024 - 3:00 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 Regular Board Meeting on January 16, 2024 **(Motion)**
6. Approval of Minutes of the Executive Session on January 16, 2024 **(Motion)**
7. Approval of Treasurer's Report, January 2024 **(Motion)**
 - A. Approval of Payroll Expense Report, January 2024 **(Motion)**
 - B. Approval of Payroll Warrants: #22 **(Motion)**, #24 **(Motion)**, #26 **(Motion)**
 - C. Approval of Payroll Summary, January 2024 **(Motion)**
 - D. Approval of Bills: Warrant #25, February 2024 **(Motion)**
8. Reports
 - A. Director's Report
 - B. Assistant Director's Report
 - C. Library Statistical Report
 - D. SCLS Board Report, Susan Tychnowicz
9. Old Business
 - A. Formal Approval of Revised Legal Notice for Library Budget Vote 2024 **(Motion)**
 - B. Formal Approval of Early Closure **(Motion)**
 - C. Approval of the Revised Family and Medical Leave Policy **(Motion)**
 - D. Approval of the Paid Family Leave Policy **(Motion)**
 - E. Review of Revised Studio Policy
 - F. Review of Revised Vehicle Use Policy
10. New Business
 - A. Review of Utility Vehicle Use Policy
 - B. Approval of Landscape Lighting **(Motion)**
 - C. Approval of Purchase for Computer Equipment **(Motion)**
 - D. Approval of Payment **(Motion)**
 - E. Approval of Attendance for Computers in Libraries Conference **(Motion)**
 - F. Approval of Attendance for PLA Conference **(Motion)**
 - G. Approval of Library Internal Auditor **(Motion)**
 - H. New York State 2023 Report **(Motion)**
 - I. Approval of FY2024/2025 Proposed Budget **(Motion)**
 - J. Equipment Disposable **(Motion)**
11. Other
 - A. Next Board Meeting -Tuesday, March 19, 2024, 5:00 p.m.
 - B. Budget Hearing - Tuesday, March 19, 2024, held before the Board Meeting in the Children's Program Room
 - C. Budget Vote and Trustee Election, Wednesday, April 3, 2024, 9:30 a.m. to 8:00 p.m.
12. Executive Session (as needed) **(Motion)**
13. Personnel Report **(Motion)**
14. Adjournment **(Motion)**