

**SACHEM PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
JULY 15, 2025 – 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. Appointment of Diane Longo elected trustee until the year 2030
6. Installation of Officers
 - A. Rotation of officers with the positions of President and Vice President
 - B. Nomination and election of Secretary
7. Approval of Minutes of the Regular Board Meeting on June 17, 2025 **(Motion)**
8. Approval of Minutes of the Executive Session on June 17, 2025 **(Motion)**
9. Approval of Treasurer's Report, June 2025 **(Motion)**
 - A. Approval of Payroll Expense Report, June 2025 **(Motion)**
 - B. Approval of Payroll Warrants: #41 **(Motion)**, #42 **(Motion)**
 - C. Approval of Payroll Summary, June 2025 **(Motion)**
 - D. Approval of Bills: Warrant #1, July 2025 **(Motion)**
10. Reports
 - A. Director's Report
 - B. Assistant Director's Report
 - C. Library Statistical Report
 - D. SCLS Board Report, Susan Tychnowicz
11. Old Business
 - A. Certify the Ratified MOA - Part-time Clerical Unit and Custodial Unit **(Motion)**
 - B. Approval of Board Meeting Date Change for August 2025 **(Motion)**
 - C. Approval of Updated Circulation Loan Rules **(Motion)**
 - D. Lower-level Improvements revised proposals from May 22, 2022 Board Meeting:
 - i. Furnishings: Stationary and Flexible Seating Solutions **(Motion)**
 - ii. Silen Portable Study Pods **(Motion)**
12. New Business
 - A. Organizational Chart
 - B. Approval Internal Auditor Engagement Letter **(Motion)**
 - C. Appointment of Professional Consultants and Representatives **(Motions)**
 - D. Approval of Bills Paid Out of Schedule **(Motion)**
 - E. Approval of Payment – A.R. Kropp Co. & Sons **(Motion)**
 - F. Approval of Payment - Goric Marketing Group USA, Inc. **(Motion)**
 - G. Equipment Disposal **(Motion)**
13. Other
 - A. Next Board Meeting – Monday, August 18, 2025 at 3:00 p.m.
14. Executive Session (as needed) **(Motion)**
15. Personnel Report **(Motion)**
16. Adjournment **(Motion)**