

**SACHEM PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
SEPTEMBER 16, 2025 - 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 Regular Board Meeting on August 18, 2025 **(Motion)**
6. Approval of Minutes of the Executive Session Meeting on August 18, 2025 **(Motion)**
7. Approval of Treasurer's Report, August 2025 **(Motion)**
8. Approval of Payroll Expense Report, August 2025 **(Motion)**
9. Approval of Payroll Warrants: #7 **(Motion)**, #9 **(Motion)**
10. Approval of Payroll Summary, August 2025 **(Motion)**
11. Approval of Bills: Warrant #8, September 2025 **(Motion)**
12. Reports
  - A. Director's Report
  - B. Quarterly Sustainability Report
  - C. Library Statistical Report
13. Old Business
  - A. Approval of Community Involvement and Partnerships Policy **(Motion)**
  - B. Approval of Revised Gifts and Donation Policy **(Motion)**
  - C. Approval of Equal Opportunity Employment Policy **(Motion)**
  - D. Approval of Revised Social Media Policy **(Motion)**
  - E. Approval of Revised Studio Polices **(Motion)**
  - F. Approval of Revised Studio Service Fees and Limits **(Motion)**
  - G. Approval of Revised Unattended Vulnerable Adult Policy **(Motion)**
  - H. Library Closings 2026 **(Motion)**
14. New Business
  - A. Disposal of Equipment **(Motion)**
  - B. Approval of Payment **(Motion)**
  - C. Approval Request of Travel to the NYLA Conference **(Motion)**
  - D. Approval Request of Travel to the National Association for the Education of Young Children Conference **(Motion)**
  - E. Approval of EnvisionWare Annual Maintenance **(Motion)**
15. Other
  - A. Reminder: The PLDA Fundraiser –September 29, 2025 – The Vineyards in Aquebogue
  - B. Next Board Meeting, Tuesday, October 21, 2025 at 5:00 p.m.
  - C. Staff Appreciation Luncheon – Tuesday, December 16, 2025
16. Executive Session (as needed) **(Motion)**
17. Personnel Report
  - A. Director's Evaluation Discussion
18. Adjournment **(Motion)**