

**SACHEM PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
NOVEMBER 18, 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. Guest: Kelly Sulima, Community Engagement Coordinator
6. Approval of Minutes of the Regular Board Meeting on October 21, 2025 **(Motion)**
7. Approval of Minutes of the Executive Session on October 21, 2025 **(Motion)**
8. Approval of Treasurer's Report, October 2025 **(Motion)**
  - A. Budget Stats Report, October 2025
  - B. Revised Budget Stats Report, June 2025
  - C. Approval of Payroll Expense Report, October 2025 **(Motion)**
  - D. Approval of Payroll Warrants: #13 **(Motion)**, #14 **(Motion)**, #16 **(Motion)**
  - E. Approval of Payroll Summary, October 2025 **(Motion)**
  - F. Approval of Bills: Warrant #15, November 2025 **(Motion)**
9. Reports
  - A. Director's Report
  - B. Assistant Director's Report
  - C. Library Statistical Report
  - D. SCLS Board Report, Susan Tychnowicz
  - E. Conference Reports
10. Old Business
  - A. SCLS 2026 Proposed Budget **(Motion)**
  - B. SCLS Proposed Live-brary.com Download Costs for 2026 **(Motion)**
  - C. Approval of Revised Confidentiality Policy **(Motion)**
  - D. Approval of Revised Meeting Room Policy and Regulations **(Motion)**
  - E. Approval of Revised Community Group Application for Meeting Room Use **(Motion)**
  - F. Approval of Community Resilience Policy **(Motion)**
11. New Business
  - A. Equipment Disposal **(Motion)**
  - B. Workplace Safety Manual
12. Other
  - A. Garden of Lights - December 3<sup>rd</sup> - 6<sup>th</sup>, 10<sup>th</sup> - 12<sup>th</sup>, - 5:30-8:30 p.m.
  - B. Holiday Night Market - Saturday, December 6<sup>th</sup> 5:00-8:00 p.m.
  - C. Reminder: Staff Appreciation Luncheon – Tuesday, December 16<sup>th</sup> 12-2 p.m., 4-5 p.m.
  - D. The Next Board Meeting – Tuesday, December 16, 2025 at 3:00 p.m.
13. Executive Session (if needed) **(Motion)**
14. Personnel Report **(Motion)**
15. Adjournment **(Motion)**