

**Regular Meeting of the Board of Trustees  
Riverhead Free Library  
Wednesday, November 10, 2021 6:30 PM - Grand Room**

**PLEASE NOTE: PLEASE SILENCE CELL PHONES DURING THE BOARD MEETING**

**AGENDA**

**Call to Order**

- I. Pledge of Allegiance
- II. Agenda Review and Approval
- III. Approval of Minutes of the - **Regular Meeting October 14, 2021**
- IV. Period of Public Expression
- V. Annual Audit Report - Baldessari and Coster, LLP
- VI. Treasurer's Report (**\*Friedrich**)
  - A. Approval of Bills
  - B. Report of Receipts and Disbursements
  - C. Approval of Warrants
    - 1. **21-11-1** General Fund Checking (People's)
    - 2. **21-11-2** General Fund Money Market (Dime)
    - 3. **21-11-3** General Fund Payroll (Dime)
    - 4. **21-11-4** Capital Project Fund Yellow Barn (People's)
    - 5. **21-11-5** Capital Project Fund Money Market
  - D. Bank Reconciliation - **October 2021**
- VII. Correspondence
- VIII. Director's Report
- IX. Assistant Director's Report

- X. Committee Reports (\* = **Chairperson**)
  - A. Personnel (\***Zieger**)
    - Resolution #21-359 Approval to hire Jessica Nielson as Patron Services Coordinator.**
  
    - Resolution #21-360 Approval to hire Aleena Butt as Full-Time Processing & Receiving Senior Clerk.**
  
    - Resolution #21-361 Approval to promote Brittany Folkes to Senior Clerk.**
  
    - Resolution #21-362 Approval for Diane Sawchuk to receive Employee Recognition Award**
  
    - Resolution #21-363 Approval for Catherine Rankel to receive Employee Recognition Award**
  - B. Buildings, Grounds & Equipment (\***Zeiger**)
  - C. Policy By-Laws & Objectives (\***Nelson**)
  - D. Finance (\***Friedrich**)
  - E. Fundraising (\***Friedrich**)
  - F. Plan of Service (\***Board of Trustees**)
- XI. Liaison Reports
  - A. Friends (\***Berdinka**)
  
  - B. Suffolk Cooperative Library System  
SCLS Proposed FY 2022 Budget Vote
- XII. Unfinished Business
- XIII. New Business
- XIV. Period of Board Expression
- XV. Period of Public Expression

**XVI.**           Adjournment

**Dates of Future Meetings:** Wednesday, December 8 ,2021 - 6:30 PM - Grand Room  
Wednesday, January 12, 2022 - 6:30 PM - Grand Room  
Wednesday, February 9, 2022 - 6:30 PM - Grand Room