

**Regular Meeting of the Board of Trustees
Riverhead Free Library
Wednesday, February 9, 2022 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 Prior Meeting Minutes Jan 12 & Jan 27, 2022
- IV. Sav Mor Mechanical - HVAC Project
- V. Period of Public Expression
- VI. Treasurer's Report (***Friedrich**)
 - A. Approval of Bills
 - B. Report of Receipts and Disbursements
 - C. Approval of Warrants
 - 1. **22-2-1** General Fund Checking
 - 2. **22-2-2** General Fund Money Market
 - 3. **22-2-3** General Fund Payroll
 - 4. **22-2-4** Capital Fund Yellow Barn
 - D. Bank Reconciliation - **January 12, 2022**
- VI. Correspondence
- VII. Director's Report
- VII. Assistant Director's Report
- IX. Committee Reports (* = **Chairperson**)
 - A. Personnel (***Zieger**)
 - Resolution #22-373 Approval to promote James Provencher to the Adult & Information Services Coordinator**

Resolution #22-374 Approval to promote Pam Cook to Librarian II

- B. Buildings, Grounds & Equipment (***Zeiger**)
Resolution #22-372 Approval to purchase one (1) Mitsubishi Ceiling Cassette Split System Unit and one (1) Dehumidifier from Sav Mor Mechanical
- C. Policy By-Laws & Objectives (***Nelson**)
Resolution #22-370 Approval to Amend the Riverhead Free Library By-Laws
Resolution #22-371 Approval to Amend the Meeting Room Use Policy
- D. Finance (***Friedrich**)
Approval of Personnel & Payroll Report - January 2022
- E. Fundraising (***Friedrich**)
- F. Plan of Service (***Board of Trustees**)

- X. Liaison Reports
 - A. Friends (***Berdinka**)
 - B. Suffolk Cooperative Library System (**SCLS- Bergmann**)
- XI. Unfinished Business
- XII. New Business
- XIII. Period of Board Expression
- XIV.. Period of Public Expression
- XV. Adjournment

Dates of Future Meetings: March 9, 2022
April 13, 2022
May 11, 2022
June 8, 2022