

**Regular Meeting of the Board of Trustees
Riverhead Free Library
Wednesday, April 14, 2021 6:30 PM Regular Meeting – Via Zoom Conferencing**

PLEASE NOTE: PLEASE SILENCE CELL PHONES DURING THE BOARD MEETING

AGENDA

Call to Order

- I.** Pledge of Allegiance
- II.** Agenda Review & Approval
- III.** Approval of the Minutes from the - Regular Meeting March 10, 2021
- IV.** Period of Public Expression
- V.** Treasurer's Report (***Friedrich**)
 - A. Approval of Bills
 - B. Approval of Receipts and Disbursements
 - C. Approval of Warrants
 - 1. **21-3-1** General Fund Checking (Peoples)
 - 2. **21-3-2** General Fund Money Market (BNB)
 - 3. **21-3-3** General Fund Payroll (BNB)
 - 4. **21-3-4** Capital Fund Money Market (BNB)
 - D. Approval of Bank Reconciliations – March 2021
- VI.** Correspondence
- VII.** Director's Report
- VIII.** Assistant Director's Report
- IX.** Committee Reports (*** = Chairperson**)
 - A. Personnel (*** O'Hare**)
 - B. Building & Grounds & Technology (***Banks-Winter**)
 - C. Policy, By-Laws & Objectives (***Nelson**)

Resolution #21-320 Approval to Revise the Library's Code of Ethics Policy

Resolution #21-321 Approval to Revise the Library's Records Retention

Policy

Resolution #21-322 Approval to Adopt a Petty Cash Policy

Resolution #21-323 Approval to Adopt an Open Meetings & Public Participation at Library Meetings Policy

D. Finance (*Friedrich)

Resolution #21-319 Approval to Retain the Services of Baldessari and Coster LLP for the Annual Audit

Approval of Personnel & Payroll Report - March 2021

E. Fundraising for Yellow Barn (*O'Hare)

F. Plan of Service (*Board of Trustees)

X. LIAISON REPORTS

A. Friends (Wilkinson)

B. Suffolk Cooperative Library System (SCLS)

XI. Unfinished Business

XII. New Business

XIII. Period of Board Expression

XIV. Period of Public Expression

XV. Adjournment

Dates of Future Board Meeting: Wednesday, May 12, 2021 - 6:30 PM
Wednesday, June 9, 2021 - 6:30 PM

Agenda Subject to Change