

**Regular Meeting of the Board of Trustees  
Riverhead Free Library  
Wednesday, August 12, 2020 6:30 PM – Stage Room**

**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 July 8, 2020
- 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. **20-8-1** General Fund Checking (Peoples)
    - 2. **20-8-2** General Fund Money Market (BNB)
    - 3. **20-8-3** General Fund Payroll (BNB)
    - 4. **20-8-4** Capital Project Fund Money Market (BNB)
  - D. Approval of Bank Reconciliations – July, 2020
- VI.** Correspondence
- VII.** Director’s Report
- VIII.** Assistant Director’s Report
- IX.** Committee Reports (**\* = Chairperson**)
  - A. Personnel (**\* O’Hare**)
    - Resolution #20-298 Approval for Daaimah Buffins as Full-Time Patron Services Sr. Clerk**
    - Resolution #20-299 Approval to hire Erin Lada as permanent PT Patron Services clerk**
  - B. Building & Grounds & Technology(**\*Banks-Winter**)
    - Resolution #20-300 Approval to engage the services of Sendlewski Architects PC for the Yellow Barn Annex Project**

C. Policy, By-Laws & Objectives (\*Nelson)

D. Finance (\*Friedrich)

Approval of Personnel & Payroll Report - July 2020

**Resolution #20-301 Approval to transfer matured Capital Project Fund CD (People's United Bank) to the General Fund Operating Account (People's United Bank)**

**Resolution #20-302 Approval to transfer from the General Fund Operating Account (People's United Bank) to a Capital Project Fund CD at Bridgehampton National Bank**

E. Plan of Service (\*Board of Trustees)

**X. LIAISON REPORTS**

A. Friends (Wilkison)

B. Suffolk Cooperative Library System (SCLS)

**XI.** Unfinished Business

**XII.** New Business

**XIII.** Period of Board of Expression

**XIV.** Period of Public Expression

**XV.** Adjournment

**Dates of Future Board Meetings:** Wednesday, September 9, 2020 - 6:30 PM  
Wednesday, October 14, 2020 - 6:30 PM  
Wednesday, November 18, 2020 - 6:30 PM  
Wednesday, December 9, 2020 - 6:30 PM  
Wednesday, January 13, 2021 - 6:30 PM  
Wednesday, February 10, 2021 - 6:30 PM  
Wednesday, March 10, 2021 - 6:30 PM  
Wednesday, April 14, 2021 - 6:30 PM  
Wednesday, May 12, 2021 - 6:30 PM  
Wednesday, June 9, 2021 - 6:30 PM

**\*Agenda Subject to Change\***