

**SACHEM PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
MARCH 18, 2025  
AGENDA**

1. Call to Order
2. A Pledge of Allegiance
3. Adoption of the Agenda **(Motion)**
4. Public Expression/Participation
5. Approval of Minutes of the Regular Board Meeting on February 13, 2025 **(Motion)**
6. Approval of Treasurer's Report, February 2025 **(Motion)**
  - A. Approval of Payroll Expense Report, February 2025 **(Motion)**
  - B. Approval of Payroll Warrants: #28 **(Motion)**, #30 **(Motion)**
  - C. Approval of Payroll Summary, February 2025 **(Motion)**
  - D. Approval of Bills: Warrant #29, March 2025 **(Motion)**
7. Reports
  - A. Director's Report
  - B. Quarterly Sustainability Report
  - C. Library Statistical Report
  - D. SCLS Board Report, Susan Tychnowicz
8. Old Business
  - A. Renewal of Library Policies:  
Nepotism, Social Media for the Staff, Smoke-Free Workplace, Staff Computer and Network Usage, Unattended Child **(Motions)**
  - B. Approval of the Revised Meeting Room Policy and Regulations **(Motion)**
  - C. Approval of the Revised Community Group Application for Meeting Room Use **(Motion)**
  - D. Review of Revised Food and Drink Policy
9. New Business
  - A. Approval Lower-Level Shelving Installation **(Motion)**
  - B. Approval of Delayed Opening for Staff Training on May 23, 2025 **(Motion)**
  - C. Equipment Disposal **(Motion)**
10. Other
  - A. Budget Hearing, Tuesday, March 25, 2025 – Children's Room
  - B. Budget Vote and Trustee Election, Tuesday, April 8, 2025, 9:30 a.m. to 8:00 p.m.
  - C. Next Board Meeting, Tuesday, April 22, 2025, 5:00 p.m.
  - D. Long Island Library Conference – Thursday, May 8, 2025
11. Correspondence
  - A. A Letter of Resignation
12. Executive Session (as needed) **(Motion)**
13. Personnel Report **(Motion)**
14. Adjournment **(Motion)**