

**Regular Meeting of the Board of Trustees  
Riverhead Free Library  
Wednesday, August 13, 2025 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 the Minutes from the July 9, 2025 Regular Meeting
- IV Period of Public Expression
- V Treasurer's Report (\***Susan Bergmann**)
  - A. Approval of Bills
  - B. Report of Receipts and Disbursements
  - C. Approval of Warrants
    - 1. **25-8-1** General Fund Checking
    - 2. **25-8-2** General Fund Credit Card Processing
    - 3. **25-8-3** General Fund Money Market
    - 4. **25-8-4** General Fund Payroll
    - 5. **25-8-5** Capital Project Fund Money Market
    - 6. **25-8-6** Yellow Barn Checking
  - D. Bank Reconciliation - **July 31, 2025**
- VI Correspondence
- VII Director's Report
- VIII Assistant Director's Report
- IX Committee Reports (\* = **Chairperson**)
  - A. Personnel (\***Mary McDonnell**)
    - **Approval of Payroll and Personnel Report**
    - **Resolution #25-618 Approval to Hire Maria Gates**
  - B. Buildings, Grounds & Equipment (\***William Sandback**)
    - **Resolution #25-619 Approval to Contract with Residential Fence for a Refuse Enclosure**
    - **Resolution #25-620 Approval to Contract with Residential Fence for a Gas Header Enclosure**
    - **Resolution #25-621 Approval to Contract with W.B. Mason for Office Furniture**
  - C. Policy By-Laws & Objectives (\***William Sandback**)
  - D. Finance (\***Susan Bergmann**)

- **Resolution #25-622 Approval to Transfer Unassigned Funds**

E. Fundraising (\***Janet Vuturo**)

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

X Liaison Reports

A. Suffolk Cooperative Library System (**SCLS**) (\***Susan Bergmann**)

X I Unfinished Business

X II New Business

X III Period of Board Expression

X IV Period of Public Expression

X V Adjournment

**Dates of Future Meetings:** September 10, 2025

October 8, 2025

November 12, 2025

December 10, 2025

January 14, 2026

February 11, 2026

March 11, 2026

April 15, 2026

May 13, 2026

June 10, 2026