

**MONTAUK LIBRARY**  
**Regular Monthly Meeting of the Board of Trustees**  
**November 21, 2022 @ 6:00 PM**  
**Agenda**

- 1. CALL TO ORDER**
- 2. PUBLIC EXPRESSION**
- 3. APPROVAL of minutes from October 17, 2022 Regular Meeting**
- 4. VOTE to approve Check Details and Payroll Reports**
- 5. FRIENDS Report**
- 6. COMMITTEE REPORTS**
  - Policy & Procedure – Emergency Plan complete; Sustainability Plan underway; amend Procurement Policy: *Energy Star rated equipment will be purchased whenever possible. (VOTE)***
  - Finance & Budget – 2023-2024 operating budget 1<sup>st</sup> draft 12/19**
  - Personnel – Custodial Worker I**
  - Building & Grounds – Punch List update**
- 7. NEW BUSINESS – Parliamentary Procedure Webinar**
- 8. OLD BUSINESS –**
- 9. EXECUTIVE SESSION TO DISCUSS POTENTIAL LEGAL MATTER**
- 10. ADJOURN REGULAR MEETING**

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**Upcoming Meetings & Events: Monthly Meetings @ 6:00 PM**

Nov. 21, 2022 – Regular Monthly Meeting  
Nov. 24 & 25, 2022 – Closed Thanksgiving  
Nov 26 – Friends Book Sale  
Dec 19, 2022 – Regular Monthly Meeting  
Dec 24 & 25, 2022 – Closed Christmas Holiday  
Jan 1, 2023- Closed New Year’s Day  
Jan 16, 2023 – Closed MLK Jr. Day  
Tues, Jan 17, 2023 – Regular Monthly Meeting  
Feb 16, 2023 – 1st Legal Notice  
Feb 20, 2023 – Closed Presidents Day  
Tues., Feb 21, 2023 – Reg. Monthly Meeting  
March 2, 2023- 2<sup>nd</sup> Legal Notice  
March 16, 2023 – 3<sup>rd</sup> Legal Notice  
Mar 20, 2023 – Regular Monthly Meeting  
Mar 27, 2023 – Hearing & Voter Registration  
March 30, 2023 – 4<sup>th</sup> Legal Notice  
Tues., April 4, 2023 – Common Vote Day

April 9, 2023 – Regular Monthly Meeting  
May 15, 2023 – Regular Monthly Meeting  
May 29, 2023 – Closed Memorial Day  
June 19, 2023 – Closed Juneteenth  
Tues., June 20, 2023- Reg. Monthly Meeting  
July 4, 2023 – Closed Independence Day  
Tues., July 18, 2023 – Reg. Monthly Meeting  
Tues., Aug 15, 2023 Regular Monthly Meeting