

HALF HOLLOW HILLS COMMUNITY LIBRARY

MONTHLY MEETING AGENDA

Monday, February 26, 2024

6:30 PM

- I. Call to order.
- II. The Pledge of Allegiance.
- III. Executive Session if motion approved by majority of Trustees present for discussion of items relevant to Executive Session.
- IV. Reading, amendment, if necessary, and approval of the minutes of the Regular Board meeting on January 22, 2024.
- V. Correspondence & comments from visitors.
- VI. Ratification of Abstract No.1223 - \$10,277.15
Approval of Abstract No. 1224 - \$348,098.57
Approval of Abstract No. 1225 - \$33,014.77
Approval of Abstract No. 1226 - \$135,111.31
Ratification of Payroll Warrant - No.1547 dated 1/25/24 \$153,935.95
Ratification of Payroll Warrant - No.1548 dated 2/08/24 \$150,581.84
- VII. Financial Report
 1. Restricted Cash Account
 2. Credit Card Updates
- VIII. Old Business
 1. Solar Panels – Discussion
 2. ALA Annual Conference - Recommendation for corrected authorization to allow for the Contingent Library Director, two Librarians, and the Trustees to attend the ALA Annual Conference in San Diego, CA from June 27, 2024 - July 2, 2024, at a cost not to exceed \$3,200.00 per person.
 3. Board Meeting Dates - Recommendation to approve the revised Board Meeting Dates for January 2024 - December 2024.

IX. New Business

1. Meeting Room Tables – Recommendation to purchase new meeting room tables at a cost not to exceed \$4,000.00.
2. Lost and Found Policy – Recommendation to adopt a Lost and Found Policy.
3. Procurement Policy – Discussion

X. Building Project

XI. Operations

1. Contingent Library Director Report
2. Department Monthly Reports
3. Department Monthly Statistics
4. Staffing Update – Discussion

XII. Personnel Report - February

XIII. Adjournment