

Change HALF HOLLOW HILLS COMMUNITY LIBRARY

AGENDA

Monday, June 21, 2021

6:30 PM Via Zoom

- I. Call to order.
- II. Executive Session if motion approved by majority of Trustees present for discussion of items relevant to executive session.
- III. Reading, amendment, if necessary, and approval of the minutes of the Regular Board meeting on May 18, 2021.
- IV. Correspondence & comments from visitors
- V. Ratification of Abstract No.1041- \$4,536.61  
Approval of Abstract No. 1042 - \$40,509.99  
Approval of Abstract No .1043 - \$41,156.94  
Approval of Abstract No. 1044 - \$149,732.02  
Approval of Abstract No. 1045 - \$86,481.22  
Approval of Abstract No. 1046 - \$1,370,121.80  
Ratification of Payroll Warrant – No.1477 dated 5/20/2021 \$126,880.70.  
Ratification of Payroll Warrant – No.1478 dated 6/3/2021 \$129,565.96.
- VI. Financial Report
- VII. New Business
  1. Book Drop-Recommendation to purchase two book drops for the new library. One for books and second for food donations at a cost not to exceed \$11,100.00.
  2. Garbage Receptacles-Recommendation to purchase two receptacles with covered top & black plastic liner, at a cost not to exceed \$2,200.00.
  3. Outdoor Musical instruments- Recommendation to purchase three outdoor musical instruments for the Children’s Garden at a cost not to exceed \$5,000.00.
  4. Childrens Welcoming Book-Recommendation to purchase 500 welcoming books titled “We Say Hello” for families visiting the new building at a cost not to exceed \$3,000.00.
  5. Newsletter- Recommendation to award the contract for the printing and mailing of the library newsletter to R & J Graphics, 45 Central Avenue, Farmingdale, NY, the lowest bidder, beginning with the September/October 2021 newsletter and to authorize the Director to enter into a contract.

6. Dragonfruit Software- Recommendation to purchase software to count visitors, which includes heat mapping to learn how visitors use the library at a cost not to exceed \$2,900.00.
7. Extension of Collective Bargaining Agreement- Recommendation to approve the Memorandum of Agreement between Half Hollow Hills Community Library and the Half Hollow Hills Community Library Employees' Association to extend the cooperative bargaining agreement to June 30, 2023.
8. Exterior Digital Sign at 55 Vanderbilt Parkway- TBD

VIII. Old Business

1. Recommendation to purchase one copier for the Programs Department at a cost not to exceed \$8,100.00.

IX. Director's Report

X. Personnel Report

XI. Building Project

Executive Summary (Calgi Construction)

1. Plaster Frames for Diffusers – Recommendation to purchase plaster frames at the air outlets due to the change of the ceilings in the gang bathrooms from acoustic tile to gypsum board per Helen's request to deter hiding anything above the ceilings at a cost not to exceed \$1,666.67.
2. Ceiling Plenum Boxes Conflicts- Recommendation to lower Plenum boxes for the supply diffusers on the third floor due to conflicts with steel, conduits and piping not to exceed \$2,298.76.
3. Fire Department Connection (Siamese)- Recommendation to move the FDC to another location where there is a 3-foot clearance from a window that can be maintained per the Fire Department, adding piping and a chase to conceal it at a cost not to exceed TBD.
4. Food Drop Box Slab- Recommendation to enlarge the book drop slab to accommodate the food drop box, at a cost not to exceed TBD.
5. Drain Pipe Between LP-11 and LP-18- Recommendation to install a pipe between LP-11 and LP-18 to ensure that there is a no condition in which the I/A system is submerged at a cost not to exceed \$5,740.

XII. Adjournment