

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON DECEMBER 11, 2023, AT DIX HILLS.

1. The meeting was called to order by Library Board President, Larry Bloomstein, at 6:30PM. Also present were Board Members, Maxine Cohen, Jacob Goldman, Wayne Griffith, and Joyce E. Bush.
2. Also present were Contingent Library Director, Margaret Hartough, Business Manager, Michele Peluso, and Clerk of the Board of Trustees, Rosemarie Menta.
3. Also present was staff member, Sharron McDevitt.
4. Also present was Special Counsel, Anthony J. Fasano, from Guercio & Guercio, LLP.
5. The Pledge of Allegiance was recited.
6. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees entered into Executive Session at 6:31PM to discuss confidential personnel matters.
7. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees reconvened into Open Session at 6:47 PM.
8. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees approved a Resolution with 30-day Suspension of the employee named in Confidential Schedule "A" as follows:
  - I) WHEREAS, the Board of Trustees have reviewed and deliberated the charges in Executive Session against the employee listed in Confidential Schedule "A";
  - II) BE IT RESOLVED, the Board of Trustees hereby approves and adopts the charges reviewed in Executive Session dated December 11, 2023, against the employee listed in Confidential Schedule "A" and hereby authorizes the Board President to formally execute the charges;
  - III) BE IT FURTHER RESOLVED; the Board of Trustees directs its clerk to formally file and serve the charges on the employee listed in Confidential Schedule "A";
  - IV) BE IT FURTHER RESOLVED, that Joady B. Feiner, Esq. be appointed as the Hearing Officer to conduct the hearing required by Civil Service Law Section 75 and make a determination of the disciplinary charges against the employee listed in Confidential Schedule "A", and to make a recommendation thereafter to the Board of

Trustees, and further authorizes the Board President to execute the retainer agreement for the hearing officer.

- V) BE IT FURTHER RESOLVED, that pending the hearing and determination of the disciplinary charges against the employee listed in Confidential Schedule “A”, said Employee shall be suspended without pay for a period not exceeding thirty (30) days commencing December 13, 2023.

9. Mr. Fasano left the meeting at 7PM.

10. Upon a motion by Mrs. Cohen, seconded by Mrs. Bush, the minutes of the Regular Board Meeting on November 20, 2023, were approved.

11. Upon a motion by Mrs. Cohen, seconded by Mrs. Bush, the minutes of the Special Executive Board Meeting on December 8, 2023, were approved.

12. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, Abstract No. 1215, in the amount of \$41,861.79, was approved.

13. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, Abstract No. 1216, in the amount of \$74,771.42 was approved.

14. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, the Payroll Warrant No.1542 dated 11/16/23 in the amount of \$150,558.02, was ratified.

15. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, the Payroll Warrant No.1543 dated 11/30/23 in the amount of \$161,258.88, was ratified.

16. Business Manager, Michele Peluso, discussed financial reports.

17. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees adopted the revised Budget Vote and Trustee Election Calendar for 2024.

18. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees approved the attendance of Business Manager, Michele Peluso, at the NYS Government Finance Officers’ Association Conference in Albany from April 17–19, 2024, at a cost not to exceed \$1,200.00.

19. Upon a motion by Mrs. Cohen, seconded by Mr. Goldman, the Board of Trustees approved the attendance of two (2) staff members to attend the Computers in Libraries Conference in Arlington, VA, from March 12-14, 2024, at a cost not to exceed \$1,950.00 each.

20. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees entered into Executive Session at 7:08PM to discuss confidential financial matters.
21. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees reconvened into Open Session at 7:19PM.
22. Contingent Library Director, Margie Hartough, shared her Monthly Report and provided a staffing update.
23. The Board of Trustees reviewed the Department Monthly Reports and Department Monthly Statistics.
24. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees approved the Revised November Personnel Report.
25. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees approved the December Personnel Report.
26. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the meeting was adjourned at 7:33PM.

Respectfully submitted,

Rosemarie Menta  
Clerk of the Board of Trustees

Jacob Goldman  
Secretary