

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON OCTOBER 18, 2021 AT CHESTNUT HILL ELEMENTARY SCHOOL AT 6:30PM.

1. The meeting was called to order by the President, Jacob Goldman, at 6:30pm. Also present were Board members, Maxine Cohen, Bruce Gordon, Wayne Griffith, and Larry Bloomstein.
2. Also present were, Charlene Muhr, Assistant Library Director, Michele Peluso, Business Manager I, Anne Votta, Clerk of the Board of Trustees, Rosemarie Menta, Substitute Clerk of the Board of Trustees and Sharron McDevitt, Staff Host for Zoom meeting. Helen Crosson, Library Director, was absent with prior notice.
3. Also present was Andrew Martingale from Hamburger, Maxson, Yaffe & Martingale, LLP, Albert Coster, CPA from Baldessari & Coster, LLP, Dominic Calgi from Calgi Construction, Nina Lesser from Peter Gisolfi Associates and James Dawson, from TMT Technology, attended via Zoom.
4. Albert Coster, CPA, from Baldessari & Coster, LLP, reviewed the Annual Audit Report for the fiscal year 2021/2022.
5. Albert Coster, CPA, from Balderssari & Coster, LLP, left the meeting at 7:00pm.
6. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the Board of Trustees entered Executive Session to discuss personnel matters at 7:06pm.
7. The Board of Trustees reconvened into Open Session at 7:36pm. Upon a motion by Mr. Griffith, seconded by Mr. Bloomstein, the Board of Trustees approved the resolution to rescind the September 20, 2021, resolution approving the termination of the employee confidential scheduled "A" and accepted the resignation of that employee, pursuant to the resignation letter dated September 4, 2021.
8. Andrew Martingale from Hamburger, Maxson, Yaffe & Martingale, LLP, left the meeting at 7:39pm.
9. Dominic Calgi from Calgi Construction discussed the October 2021 Executive Summary for the new building.
10. Dominic Calgi from Calgi Construction, and Nina Lesser from Peter Gisolfi Associates, left the meeting at 7:49pm.
11. James Dawson of TMT Technology presented the IT relocation package to the Board of Trustees.
12. James Dawson of TMT Technology left the meeting at 8:00pm.

13. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the minutes of the Regular Board Meeting on September 20, 2021, were approved.
14. Upon a motion by Mr. Gordon, seconded by Mr. Bloomstein, Abstract No. 1066 in the amount of \$12,137.66 was ratified.
15. Upon a motion by Mr. Gordon, seconded by Mr. Bloomstein, Abstract No. 1067 in the amount of \$42,463.91 was approved.
16. Upon a motion by Mr. Gordon, seconded by Mr. Bloomstein, Abstract No. 1068 in the amount of \$46,330.92 was approved.
17. Upon a motion by Mr. Gordon, seconded by Mr. Bloomstein, Abstract No. 1069 in the amount of \$133,135.63 was approved.
18. Upon a motion by Mr. Gordon, seconded by Mr. Bloomstein, Abstract No. 1070 in the amount of \$1,765,027.35 was approved.
19. Upon a motion by Mr. Gordon, seconded by Mr. Bloomstein, Abstract No. 1071 in the amount of \$90,238.40 was approved.
20. Upon a motion by Mr. Gordon, seconded by Mr. Bloomstein, Abstract No. 1072 in the amount of \$24,502.50 was approved.
21. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the Payroll Warrant No. 1486 dated 9/23/21 in the amount of \$132,447.82 was ratified. (Mr. Gordon abstained).
22. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the Payroll Warrant No. 1487 dated 10/7/21 in the amount of \$134,147.50 was ratified. (Mr. Gordon abstained).
23. Michele Peluso, Business Manager discussed the financial reports.
24. Charlene Muhr, Assistant Director, shared correspondence with the Board of Trustees.
25. Upon a motion by Mr. Griffith, seconded by Mr. Gordon, the Board of Trustees approved the annual audit report for fiscal year 2021/2022.
26. Upon a motion by Mr. Bloomstein, seconded by Mr. Gordon, the Board of Trustees approved upon recommendation from the library's auditor, beginning with the financial audit report ending June 30, 2022, the Library amends the definition of "Capital Assets" to increase the monetary threshold from "\$500.00" to "\$1,000.00".
27. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, the Board of Trustees approved the amendments to its Disposition of Surplus Property policy.

28. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, the Board of Trustees adopted the Budget Vote and Trustee Election Calendar for 2022.
29. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the Board of Trustees approved the recommendation to appoint Anne Votta, Clerk of the Board of Trustees, as Clerk of the Annual Budget Vote and Trustee Election to be held on April 5, 2022.
30. Upon a motion by Mr. Griffith, seconded by Mr. Bloomstein, the Board of Trustees approved the recommendation to appoint Susan Gmoser, Chairperson of the Annual Budget Vote and Trustee Election to be held on April 5, 2022.
31. Upon a motion by Mr. Griffith, seconded by Mr. Gordon, the Board of Trustees approved the purchase of two (2) new servers, at a cost not to exceed \$18,000.
32. Upon a motion by Mr. Gordon, seconded by Mr. Griffith, the Board of Trustees approved the IT Relocation package, not to exceed \$20,540.
33. Helen Crosson, Library Director discussed her monthly report with the Board of Trustees.
34. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees approved the Personnel Report (Mr. Gordon abstained).
35. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Board of Trustees approved the hiring of Advanced Sound Company to move IT Equipment at a cost not to exceed \$12,105.
36. Upon a motion by Mr. Gordon, seconded by Mr. Griffith, the meeting was adjourned at 8:28pm.

Respectfully submitted,

Anne Votta
Clerk of the Board of Trustees

Wayne Griffith,
Secretary