

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON JULY 15, 2019, 6:30PM AT CHESTNUT HILL SCHOOL.

1. The meeting was called to order by the President, Maxine Roeper Cohen, at 6:40 p.m. Also present were Board members, Larry Bloomstein, Jacob Goldman, Bruce Gordon, Wayne Griffith arrived at 7:57pm.
2. Also present were Charlene Muhr, Assistant Library Director, Michele Peluso, Business Manager I, Patricia Lynch, Clerk of the Board of Trustees, Anne Votta, Subsitute Clerk of the Board of Trustees and Helen Crosson, Library Director was absent with prior notice.
3. Arlene Lowenhar, Staff, Ardrew Martingale, Library Attorney, David Chen, Dominic Calgi and Greg Sans from Calgi Construction attended as guests.
4. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein the Board of Trustees adjourned into executive session to discuss Peter Gisolfi Associates contract at 6:41pm.
5. The Board of Trustees reconvened into open session at 7:09pm.
6. David Chen, Dominic Calgi and Greg Sans updated the Board of Trustees on the Building Project and presented 3 proposals for their approval.
7. Upon a motion by Mr. Bloomstein, seconded by Mr. Gordon the Board of Trustees approved to hire Municipal Testing Lab for Testing and Inspections Services.
8. Upon a motion by Mr. Bloomstein, seconded by Mr. Gordon the Board of Trustees approved to hire Delta Well Pump Co for furnishing and installing a new submersible pumping unit in two supply wells plus additional cost to raise the elevation of the South Supply Well.
9. Upon a motion by Mr. Bloomstein, seconded by Mr. Gordon the Board of Trustees approved to hire R & M Engineering for Site Development Construction Phase.
10. The resolution that the Board of Trustees authorize the Director of the Library to approve individual expenditures to remedy unanticipated field conditions without prior approval from the Board of Trustees was tabled.
11. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein the Board of Trustees adjourned into executive session to discuss item related to Building Project at 7:45pm.
12. The Board of Trustees reconvened into open session at 8:02pm
13. David Chen, Dominic Calgi and Greg Sans leave the meeting at 8:08pm.

14. Todd Schlitt, Librarian III, gave presentation regarding Website Design. Three companies were highlighted, Communico, Library Market and Lounge Lizard. Todd will have a resolution prepared with comparisons of all three companies for our next Board of Trustee Meeting.
15. Todd Schlitt left the meeting at 8:33pm.
16. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein Abstract No. 917 in the amount of \$2,955.26 was ratified.
17. Upon a motion by M. Goldman, seconded by Mr. Griffith Abstract No. 918 in the amount of \$74,731.31 was approved.
18. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein Abstract No. 919 in the amount of \$139,992.44 was approved.
19. Upon a motion by Mr. Mr. Goldman, seconded by Mr. Griffith Abstract No. 920 in the amount of \$ 56,117.29 was approved.
20. Upon a motion by Mr. Goldman, seconded by Mr. Griffith Abstract No. 921 in the amount of \$94,368.39 was approved.
21. Upon a motion by Mr. Goldman, seconded by Mr. Griffith Abstract No. 922 in the amount of \$26,869 was approved.
22. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein Payroll Warrant #1425 dated 5/23/19 in the amount of \$190,377.93 was ratified.
23. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein Payroll Warrant #1426 dated 6/6/19 in the amount of \$145,194.17 was ratified.
24. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein Paryroll Warrant #1427 dated 6/16/19 in the amount of \$179,620.03 was ratified.
25. Upon a motion by Mr. Goldman, seconded by Mr. Griffith Payroll Warrant #1428 dated 7/3/19 in the amount of \$128,968.98 was ratified.
26. Michele Peluso, Business Manager gave her financial report to the Board of Trustees.
27. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein the Board of Trustees approved the recommendation to authorize the attendance of up to five Library Trustees, the Director and one staff member at the NYLA Annual Conference in Saratoga Springs, New York, November 13 – 16 2019 at an amount not to exceed \$1,750 per attendee.
28. Upon a motion by Mr. Goldman, seconded by Mr. Griffith the Board of Trustees approved to purchase computers at a cost not to exceed \$7,400. (Mr. Goldman opposed)

29. Upon a motion by Mr. Goldman, seconded by Mr. Griffith the Board of Trustees approved the attendance of Sharron McDevitt at the Library Marketing and Communications Conference, in St. Louis, MO from November 13 &14, 2019 at a cost not to exceed \$1,700.
30. Charlene Muhr, Assistant Library Director discussed the Directors Report.
31. Upon a motion by Mr. Gordon, seconded by Mr. Griffith the Board of Trustees approved the Personnel Report for June 17, 2019. (Mr. Gordon abstained)
32. Upon a motion by Mr. Gordon, seconded by Mr. Griffith the Board of Trustees approved the Personnel Report for July 15, 2019. (Mr. Gordon abstained)
33. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein the Board of Trustees meeting was adjourned at 9:06pm.

Respectfully submitted,

Patricia Lynch
Clerk of the Board of Trustees

Wayne Griffith,
Secretary