

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON FEBRUARY 26, 2024, 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, and Joyce E. Bush. Wayne Griffith was absent with prior notice.
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 Gregory Laub as a guest.
4. The Pledge of Allegiance was recited.
5. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, the Board of Trustees entered into Executive Session at 6:31PM to discuss confidential personnel matters.
6. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, the Board of Trustees reconvened into Open Session at 6:50PM.
7. Upon a motion by Mrs. Bush, seconded by Mr. Goldman, the minutes of the Regular Board Meeting on January 22, 2024, were approved.
8. Upon a motion by Mrs. Cohen, seconded by Mr. Goldman, Abstract No. 1223, in the amount of \$10,277.15 was ratified.
9. Upon a motion by Mrs. Cohen, seconded by Mr. Goldman, Abstract No. 1224, in the amount of \$348,098.57 was approved.
10. Upon a motion by Mrs. Cohen, seconded by Mr. Goldman, Abstract No. 1225, in the amount of \$33,014.77 was approved.
11. Upon a motion by Mrs. Cohen, seconded by Mr. Goldman, Abstract No. 1226, in the amount of \$135,111.31 was approved.
12. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, the Payroll Warrant No. 1547 dated 1/25/24 in the amount of \$153,935.95, was ratified.
13. Upon a motion by Mrs. Bush, seconded by Mr. Goldman, the Payroll Warrant No.1548 dated 2/08/24 in the amount of \$150,581.84, was ratified.

14. Business Manager, Michele Peluso, discussed financial reports, restricted cash accounts, investment of library cash and CDs, and credit card updates.
15. The Board of Trustees discussed solar panels.
16. Upon a motion by Mr. Goldman, seconded by Mrs. Bush, the Board of Trustees approved the revised resolution for the attendance of the Contingent Library Director, two Librarians, and the Trustees at 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.
17. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, the Board of Trustees approved the revised Board Meeting Dates for January 2024 - December 2024.
18. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, the Board of Trustees approved the purchase of new meeting room tables at a cost not to exceed \$4,000.00.
19. Upon a motion by Mrs. Cohen, seconded by Mr. Goldman, the Board of Trustees adopted a Lost and Found Policy.
20. The Board of Trustees reviewed the Procurement Policy and discussed potential changes to the wording.
21. Contingent Library Director, Margie Hartough, shared her Monthly Report and provided a staffing update.
22. The Board of Trustees reviewed the Department Monthly Reports and Department Monthly Statistics.
23. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, the Board of Trustees approved the February Personnel Report.
24. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, the Board of Trustees entered into Executive Session at 8:28PM to discuss confidential personnel matters.
25. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, the Board of Trustees reconvened into Open Session at 8:33PM.
26. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, the meeting was adjourned at 8:34PM.

Respectfully submitted,

Rosemarie Menta
Clerk of the Board of Trustees

Jacob Goldman
Secretary