

# HALF HOLLOW HILLS COMMUNITY LIBRARY

## MONTHLY MEETING AGENDA

Monday, August 19, 2024

6:30 PM

- I. Call to order.
- II. The Pledge of Allegiance.
- III. Adoption of the Agenda
- IV. Executive Session if motion approved by majority of Trustees present for discussion of items relevant to Executive Session.
- V. Reading, amendment, if necessary, and approval of the minutes of the Annual Reorganization Meeting on July 22, 2024.
- VI. Reading, amendment, if necessary, and approval of the minutes of the Regular Board Meeting on July 22, 2024.
- VII. Correspondence & comments from visitors.
- VIII. Ratification of Abstract No.1249 - \$  
Approval of Abstract No. 1250 - \$  
Approval of Abstract No. 1251- \$  
Approval of Abstract No. 1252- \$  
Ratification of Payroll Warrant - No.1560 dated \$  
Ratification of Payroll Warrant - No.1561 dated \$
- IX. Financial Report
  1. Update of Bank Signature Cards
  2. Proposed Resolution to Invest Additional Funds in CDs
- X. Old Business
  1. Solar Panels – Discussion
- XI. New Business
  1. Newsletter – Recommendation to award the three (3) year contract for the printing and mailing of the library newsletter to R & J Graphics, 45 Central Avenue, Farmingdale, NY, the lowest bidder, beginning the November/December 2024 newsletter and to authorize the Contingent Library Director to enter into the contract.

2. Phone System – Recommendation to upgrade our NEC on-premise phone system to a NEC Univerge Blue Connect cloud phone system through our phone provider DMGT, at a cost not to exceed \$6,000.00.

XII. Operations

1. Contingent Library Director Report
2. Department Monthly Reports
3. Department Monthly Statistics
3. Staffing Update – Discussion

XIII. Personnel Report

1. Revised June
2. Revised July
3. August

XIV. Adjournment

DRAFT