

# HALF HOLLOW HILLS COMMUNITY LIBRARY

## MONTHLY MEETING AGENDA

Monday, November 18, 2024

6:30 PM

- I. Call to order.
- II. The Pledge of Allegiance.
- III. Adoption of the Agenda
- IV. Reading, amendment, if necessary, and approval of the minutes of the Regular Board Meeting on October 21, 2024.
- V. Reading, amendment, if necessary, and approval of the minutes of the Special Executive Board Meeting on November 4, 2024.
- VI. Correspondence & comments from visitors.
- VII. Ratification of Abstract No.1262 - \$11,848.58  
Approval of Abstract No. 1263 - \$66,332.67  
Approval of Abstract No. 1264- \$53,131.34  
Approval of Abstract No. 1265- \$651,338.41  
Ratification of Payroll Warrant - No.1566 dated 10/17/24 \$303,639.99  
Ratification of Payroll Warrant - No.1567 dated 10/31/24 \$231,782.68
- VIII. Financial Report
- IX. New Business
  1. Family Place Training – Recommendation to allow Children’s Librarian, Nicole Basil, to attend the Family Place Training Institute at Middle Country Public Library from March 3, 2025, to March 6, 2025, at a cost not to exceed \$1,500.00.
  2. Computer Replacements – Recommendation to purchase thirteen (13) replacement computers at a cost not to exceed \$16,010.00.
  3. Computers in Libraries Conference – Recommendation to approve the attendance of two (2) staff members to attend the Computers in Libraries Conference in Arlington, VA, from March 25-27 2025, at a cost not to exceed \$1,950.00 each.
  4. Page Salary Schedule – Recommendation to update Page Salary Schedule.

5. Proposed SCLS 2025 Operating Budget – Recommendation to approve the proposed SCLS 2025 Operating Budget in the amount of \$16,613,750.00 and authorize the Member Library Support payment upon receipt of the SCLS bill.
6. Trustees’ Vote for SCLS Board Candidate – Recommendation to vote for candidate to serve on the Suffolk County Library System Board to fill term beginning January 8, 2025 – December 31, 2027.
7. Signature Stamp for Trustee – Discussion
8. Library Trustee Emails – Discussion
9. Claims Auditor – Discussion
10. NYLA - Discussion

X. Operations

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

XI. Personnel Report

XII. Executive Session if motion approved by majority of Trustees present for discussion of items relevant to Executive Session.

XIII. Adjournment