

HALF HOLLOW HILLS COMMUNITY LIBRARY

MONTHLY MEETING AGENDA

Monday, January 22, 2024

6:30 PM

- I. Call to order.
- II. The Pledge of Allegiance.
- III. Executive Session if motion approved by majority of Trustees present for discussion of items relevant to Executive Session.
- IV. Reading, amendment, if necessary, and approval of the minutes of the Regular Board meeting on December 11, 2023.
- V. Reading, amendment, if necessary, and approval of the minutes of the Special Executive Board meeting on January 5, 2024
- VI. Correspondence & comments from visitors.
- VII. Ratification of Abstract No.1214 - \$9,394.11
Ratification of Abstract No. 1217 - \$134,768.52
Ratification of Abstract No. 1218 - \$9,405.43
Approval of Abstract No. 1219 - \$85,448.33
Approval of Abstract No. 1220 - \$44,650.05
Approval of Abstract No. 1221 - \$137,186.55
Approval of Abstract No. 1222 - \$27,208.50
Ratification of Payroll Warrant - No.1544 dated 12/14/23 \$187,968.52
Ratification of Payroll Warrant - No.1545 dated 12/28/23 \$147,495.03
Ratification of Payroll Warrant - No.1546 dated 1/11/24 \$141,913.78
- VIII. Financial Report
- IX. Old Business
- X. New Business
 1. Board Meeting Dates - Recommendation to approve the revised Board Meeting Dates for January 2024 - December 2024.

2. 2024 Budget Vote and Trustee Election Legal Notice - Recommendation to approve the 2024 Budget Vote and Trustee Election Legal Notice.
3. Election Workers Salary Increase – Recommendation to increase the salary of the Election Workers for the Annual Library Budget Vote and Trustee Election from \$15.00/hr. to \$16.00/hr. and to keep the flat bonus for the Chairperson of the Election Workers at \$25.00. This is consistent with the Half Hollow Hills School District.
4. Page Salary Schedule - Recommendation to approve the corrected Page Salary Schedule.
5. PSEG Rate Plan Change – Recommendation to approve PSEG Rate Plan change for 55 Vanderbilt Parkway from current 285 Rate Plan to 281 Rate Plan based on anticipated cost savings under 281 Rate Plan.
6. ALA Annual Conference - Recommendation to authorize the attendance of the 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.
7. Procurement Policy – Discussion

XI. Building Project

XII. Operations

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

XIII. Personnel Report - January

XIV. Budget Work Session – Discussion

XV. Adjournment