

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON DECEMBER 20, 2022, AT DIX HILLS.

1. The meeting was called to order by Library Board President, Jacob Goldman, at 6:31PM. Also present were Board Members, Larry Bloomstein, Maxine Cohen, Bruce Gordon, and Wayne Griffith.
2. Also present were Helen Crosson, Library Director, Charlene Muhr, Assistant Library Director, Michele Peluso, Business Manager, Rosemarie Menta, Clerk of the Board of Trustees, and Anne Votta, Substitute Clerk of the Board of Trustees.
3. Also present were Anthony Giansante, Donna Barnes, Joan Schmitt, Ellis Ging, Betty Tomforde, Elena Cannon, and Ann Friedenbergs-Skudin as guests/staff members.
4. Upon a motion by Mr. Gordon, seconded by Mrs. Cohen, the minutes of the Regular Board Meeting on November 14, 2022, were approved. (Mr. Griffith and Mr. Bloomstein abstained.)
5. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, Abstract No. 1154, in the amount of \$10,712.24, was ratified.
6. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, Abstract No. 1155, in the amount of \$72,473.73, was approved.
7. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, Abstract No. 1156, in the amount of \$37,010.07, was approved.
8. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, Abstract No. 1157, in the amount of \$106,866.05, was approved.
9. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, Abstract No. 1158, in the amount of \$11,582.91, was approved.
10. Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein, the Payroll Warrant No. 1514, dated 10/20/22, in the amount of \$160,474.05 was ratified. (Mr. Gordon abstained).
11. Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein, the Payroll Warrant No. 1515, dated 11/03/22, in the amount of \$156,995.72 was ratified. (Mr. Gordon abstained).
12. Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein, the Payroll Warrant No. 1516, dated 11/17/22, in the amount of \$177,867.76 was ratified. (Mr. Gordon abstained).

13. Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein, the Payroll Warrant No. 1517, dated 12/01/22, in the amount of \$174,304.79 was ratified. (Mr. Gordon abstained).
14. Michele Peluso, Business Manager, discussed financial reports.
15. Recommendation to change the PSEG Rate Plan from 285 to 281 for cost savings was tabled.
16. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Board of Trustees approved the proposed SCLS 2023 Operating Budget in the amount of \$15,499,995.00, and authorized the Member Library support payment upon receipt of the SCLS bill.
17. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, the Board of Trustees approved the attendance of Business Manager, Michele Peluso, at the NYS Government Finance Officers' Association Conference in Albany from March 29 –31, 2023, at a cost not to exceed \$1,600.00.
18. Recommendation to apply for the Sustainable Library Initiative was not approved by the Board of Trustees. (Vote Yea: Mr. Griffith and Mrs. Cohen, Vote Nay: Mr. Goldman, Mr. Gordon, and Mr. Bloomstein.) This may be reconsidered pending additional information.
19. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the Board of Trustees approved a modification to the Use of Library Facilities Policy to provide clarification with regards to minors/students.
20. Upon a motion by Mr. Griffith, seconded by Mr. Bloomstein, the Board of Trustees approved the purchase of three (3) computers for Meeting Rooms at a cost not to exceed \$3,180.00.
21. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the Board of Trustees approved the attendance of two (2) staff members to attend the Computers in Libraries Conference in Arlington, VA, from March 28-30, 2023, at a cost not to exceed \$1,950.00 each.
22. Upon a motion by Mr. Gordon, seconded by Mrs. Cohen, the Board of Trustees approved the Trustee Education Policy.
23. Christopher W. Robinson, PE, from R & M Engineering, joined the meeting via phone at 7:16PM to discuss recommendations to improve drainage in the rear parking lot and the front curb, and left the meeting at 7:25PM.

24. Upon a motion by Mrs. Cohen, seconded by Mr. Gordon, the Board of Trustees approved the recommendation to improve drainage at the rear parking lot and the front curb at a cost not to exceed \$7,500.00.
25. Upon a motion by Mr. Gordon, seconded by Mr. Griffith, the recommendation to install a guard rail in front of 55 Vanderbilt Parkway at a cost not to exceed \$5,000.00, was discussed by the Board of Trustees and tabled pending additional information.
26. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the Board of Trustees approved the recommendation to install a convenience ramp at a cost not to exceed \$6,800.00
27. Helen Crosson, Library Director, discussed her Director's Report, shared patron correspondence, Melville renovation update, provided a Fiscal Year 2023/2024 overview, and a staffing update.
28. Upon a motion by Mr. Griffith, seconded by Mr. Gordon, the Board of Trustees entered Executive Session to discuss personnel matters at 7:54PM.
29. The Board of Trustees reconvened into Open Session at 8:13PM.
30. Staff member, Betty Tomforde, inquired about the number of required fire drills. Helen Crosson will investigate.
31. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, the Board of Trustees approved the November Personnel Report (Mr. Gordon abstained).
32. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees approved the December Personnel Report (Mr. Gordon abstained).
33. Upon a motion by Mr. Gordon, seconded by Mr. Griffith, the meeting was adjourned at 8:20PM.

Respectfully submitted,



Rosemarie Menta  
Clerk of the Board of Trustees



Larry Bloomstein  
Secretary