

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON DECEMBER 21, 2020 VIA ZOOM AT 6:30PM.

1. The meeting was called to order by the President, Jacob Goldman, at 6:33pm. Also present were Board Trustees, Larry Bloomstein, Bruce Gordon, Wayne Griffith, and Maxine Roeper Cohen.
2. Also present were, Helen Crosson, Library Director, Charlene Muhr, Assistant Library Director, Michele Peluso, Business Manager I, Patricia Lynch, Clerk of the Board of Trustees, Sharron McDevitt, staff host for Zoom meeting.
3. Andrew Martingale from Hamburger, Maxson, Yaffe, Knauer and McNally, LLP, Dominic Calgi from Calgi Construction, Todd Schlitt and Margie Hartough (staff) attended as guests.
4. Upon a motion by Mrs. Roeper Cohen, seconded by Mr. Griffith the Board of Trustees entered Executive Session to discuss Account Clerk open position and Temporary COVID 19 Compensation at 6:33pm.
5. Andrew Martingale left the Board Meeting at 7:11pm.
6. The Board of Trustees reconvened into open session at 7:14pm.
7. Dominic Calgi presented the December 2020 Executive Summary to the Board of Trustees.
8. Dominic Calgi left the meeting at 7:29pm.
9. Todd Schlitt presented the new website to the Board of Trustees that is launching on December 22, 2020.
10. Todd Schlitt left the meeting at 7:45pm.
11. Upon a motion by Mr. Griffith seconded by Mr. Gordon the minutes of the regular board meeting on November 16, 2020 were approved.
12. Upon a motion by Mr. Griffith and seconded by Mr. Bloomstein Abstract No. 1008 in the amount of \$4,639.08 was ratified.
13. Upon a motion by Mr. Griffith seconded by Mr. Bloomstein, Abstract No. 1009 in the amount of \$52,009.37 was approved.
14. Upon a motion by Mr. Griffith seconded by Mr. Bloomstein, Abstract No. 1010 in the amount of \$21,335.67 was approved.
15. Upon a motion by Mr. Griffith seconded by Mr. Bloomstein Abstract No. 1011 in the amount of \$597,482.66 was approved.

16. Upon a motion by Mr. Griffith, seconded by Mr. Bloomstein Abstract No. 1012 in the amount of \$89,209.63 was approved.
17. Upon a motion by Mrs. Roeper Cohen seconded by Mr. Griffith the Payroll Warrant No. 1464 dated 11/19/2020 in the amount of \$128,767.94 was ratified. (Mr. Gordon abstained)
18. Upon a motion by Mrs. Roeper Cohen seconded by Mr. Griffith the Payroll Warrant No.1465 dated 12/03/2020 in the amount of \$124,448.52 was ratified. (Mr. Gordon abstained)
19. The Board of Trustees agreed to table the Temporary COVID 19 Compensation Plan awaiting more information.
20. Upon a motion by Mr. Bloomstein, seconded by Mrs. Roeper Cohen the Board of Trustees approved the recommendation to amend Cash Management and Investment Policy to include Letter of Credit for collateralized deposits.
21. Upon a motion by Mr. Bloomstein, seconded by Mr. Gordon the Board of Trustees approved the Half Hollow Hills Community Library Micro Cluster Plan.
22. Upon a motion by Mrs. Roeper Cohen, seconded by Mr. Bloomstein the Board of Trustees agreed to upgrade firewalls to two SonicWALL Tz670 for Dix Hills and Melville through a coordinated order with the Suffolk Cooperative Library System at a cost of \$4,145 each, not to exceed \$8,300.
23. Upon a motion by Mr. Bloomstein, seconded by Mr. Gordon the Board of Trustees agreed to table the purchase of internet service upgrades for both Dix Hills and Melville through a coordinated order with the Suffolk Cooperative Library System not to exceed \$23,300 per year over a 5-year term.
24. Helen Crosson, Library Director discusses her report with the Board of Trustees.
25. Upon a motion by Mr. Griffith, seconded by Mr. Bloomstein the Board of Trustees approved the Personnel Report. (Mr. Gordon abstained)
26. Upon a motion by Mr. Gordon, seconded by Mr. Bloomstein the Board of Trustees meeting was adjourned at 8:24pm.

Respectfully submitted,

Patricia Lynch  
Clerk of the Board of Trustees

Wayne Griffith,  
Secretary