

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON NOVEMBER 14, 2022, AT DIX HILLS.

1. The meeting was called to order by Library Board President, Jacob Goldman, at 6:30PM. Also present were Board Members, Maxine Cohen, and Bruce Gordon. Larry Bloomstein and Wayne Griffith were absent with prior notice.
2. Also present were Helen Crosson, Library Director, Charlene Muhr, Assistant Library Director, Michele Peluso, Business Manager, and Rosemarie Menta, Clerk of the Board of Trustees. Anne Votta, Substitute Clerk of the Board of Trustees, was absent with prior notice.
3. Library Attorney, Andrew Martingale of Quatela/Chimeri PLLC was postponed until December. Architect, Nina Lesser of PGA Architects was absent with prior notice.
4. Also present was staff member, Liz Hughes, and Library Auditor, Al Coster of Baldessari & Coster LLP, as guest.
5. Al Coster, CPA, discussed and reviewed the Annual Audit Report for the Fiscal Year ending June 30, 2022, then left the meeting at 7:09PM.
6. Upon a motion by Mr. Gordon, seconded by Ms. Cohen, the Annual Audit Report for Fiscal Year 2022/2023 was approved.
7. Recommendation to uncommit the balances listed in Note 10 of the audited financial statements as of the Fiscal Year ending June 30, 2022, was tabled.
8. Teen Librarian, Liz Hughes, discussed/provided an update regarding afternoon activity, then left the meeting at 7:20PM.
9. Upon a motion by Ms. Cohen, seconded by Mr. Gordon, the minutes of the Regular Board Meeting on October 17, 2022, were approved.
10. Upon a motion by Mr. Gordon, seconded by Ms. Cohen, Abstract No. 1148, in the amount of \$11,162.76, was ratified.
11. Upon a motion by Ms. Cohen, seconded by Mr. Gordon, Abstract No 1149, in the amount of \$69,107.08, was approved.
12. Upon a motion by Mr. Gordon, seconded by Ms. Cohen, Abstract No 1150, in the amount of \$61,371.99 was approved.

13. Upon a motion by Ms. Cohen, seconded by Mr. Gordon, Abstract No 1151, in the amount of \$440,938.04 was approved.
14. Upon a motion by Mr. Gordon, seconded by Ms. Cohen, Abstract No 1152, in the amount of \$1,722.00 was approved.
15. Upon a motion by Ms. Cohen, seconded by Mr. Gordon, Abstract No 1153, in the amount of \$20,771.25 was approved.
16. Payroll Warrant No. 1514, dated 10/20/22, in the amount of \$160,474.05 was tabled.
17. Payroll Warrant No. 1515, dated 11/03/22, in the amount of \$156,995.72 was tabled.
18. Michele Peluso, Business Manager, discussed financial reports.
19. Upon a motion by Mr. Gordon, seconded by Ms. Cohen, the Board of Trustees approved the purchase of additional security cameras at a cost not to exceed \$4,500.00 with the stipulation that the revised quotation include the hourly rate and estimation of hours needed to complete the work.
20. Upon a motion by Ms. Cohen, seconded by Mr. Gordon, the Board of Trustees approved the purchase of an additional AED for the third floor at a cost not to exceed \$1,900.00.
21. Upon a motion by Mr. Gordon, seconded by Ms. Cohen, the Board of Trustees approved the Closing/Computer Shutdown Procedure.
22. Helen Crosson, Library Director, discussed her Director's Report, shared patron correspondence, and provided a staffing update.
23. The Personnel Report and Executive Session were tabled.
24. Upon a motion by Mr. Gordon, seconded by Ms. Cohen, the meeting was adjourned at 7:55PM.

Respectfully submitted,

Rosemarie Menta
Clerk of the Board of Trustees

Larry Bloomstein
Secretary