

HALF HOLLOW HILLS COMMUNITY LIBRARY

AGENDA

Monday, June 18, 2018 – 6:45PM

DIX HILLS

- I. Call to order
- II. Executive Session if motion approved by majority of Trustees present for discussion of real estate and personnel contracts.
- III. Reading, amendment, if necessary, and approval of the minutes of the regular meeting on May 21, 2018.
- IV. Correspondence & comments from visitors
- V. Ratification of Abstract No. 839- \$11,336.84
Approval of Abstract No. 840 -\$45,043.69
Approval of Abstract No. (handout at meeting)
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Ratification of Payroll Warrant # 1399 dated 5/24/18- \$138,565.88
Ratification of Payroll Warrant # 1400 dated 6/07/18- \$221,137.09
- VI. Financial Report
- VII. New Business
 1. New York Library Association Conference-Recommendation to authorize the attendance of up to five Library Trustees, the Director and one staff member at the New York Library Association Annual Conference at Rochester, New York from November 7-10, 2018, at an amount not to exceed \$1600 per person.
 2. Library Marketing and Communication Conference-Recommendation to authorize the attendance of Sharron McDevitt at the Library Marketing and Communications Conference, in St. Louis, MO from November 14-15, 2018 at a cost not to exceed \$1600.
- VIII. Reports
 1. Directors
 2. Statistics
- IX. Personnel
- X. Building Project
 1. Site Improvement Project at Melville – Recommendation to hire Graci Paving Associates, Inc. for site improvement project at Melville. (handout at meeting)
 2. Architectural & Engineering Services – Recommendation to hire John Tanzi, Architects, for Architectural & Engineering Services related to the Melville Building – 510 Sweet Hollow

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Road – Site Improvement Project – Phase III at a cost of \$200/hour w/\$2000.00 cap. (handout at meeting)

3. Guests – David Chen, CALGI Construction and Peter Gisolfi, Peter Gisolfi Architects

XI. Adjournment