

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON MARCH 22, 2017, AT THE DIX HILLS BUILDING

1. The meeting was called to order by the President, Jacob Goldman, at 6:32 p.m. Also present were Board members Larry Bloomstein, Maxine Roeper Cohen and Bruce Gordon. Wayne Griffith was absent with prior notice
2. Also present were: Helen Crosson, Library Director; Charlene Muhr, Assistant Library Director; Afshan Khan, Senior Account Clerk; and Marva Laronde, Clerk of the Board of Trustees.
3. Arlene Lowenhar (Staff), Stephen Kowalski and Thomas Kowalski attended the Board Meeting as guests.
4. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, the minutes of the regular meeting on February 27, 2017, were approved.
5. Thomas Kowalski spoke to the Board about building a bench and planting a tree at Melville for his Eagle Scout project.
6. Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein, Abstract No. 754 in the amount of \$10,401.89 was ratified.
7. Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein, Abstract No. 755 in the amount of \$44,864.79 was approved.
8. Upon a motion by Mr. Gordon, seconded by Mr. Bloomstein, Abstract No. 756 in the amount of \$45,292.17 was approved.
9. Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein, Abstract No. 757 in the amount of \$73,605.81 was approved.
10. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, Payroll Warrant No. 1367 dated March 2, 2017, in the amount of \$138,424.53 was ratified.
11. Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein, Payroll Warrant No. 1368 dated March 16, 2017, in the amount of \$129,896.07 was ratified.
12. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, the Board authorized the purchase of computer security software at a cost not to exceed \$1600.
13. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, the Board approved the purchase of pole banners for Dix Hills and Melville at a cost not to exceed \$9,000.

14. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, the Board reviewed, accepted and certified the New York State Annual Report for 2016 as written below:

The Library operated under its plan of service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that the “Annual Report” was reviewed and accepted by the Library Board on March 22, 2017.

15. The Board discussed and tabled the Lighting LED Upgrade at Melville resolution.
16. Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein, the Board move to adjourn at 7:30 p.m. for the Public Information Meeting and to meet again following the Public Information Meeting.
17. Upon a motion by Mr. Gordon, seconded by Mr. Bloomstein, the Board reconvened into open session at 7:47 p.m.
18. The Director presented her report and discussed it with the Board.
19. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, the Board set October 3, 2017, as the date for a Bond vote for a new library building.
20. The Board reviewed and discussed the timeline to the bond vote.
21. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen the Board approved the Reimbursement Resolution. Be it resolved that all funds associated to the Bond will be lent from the General Fund of the Library, for the expenses of the new building, to the Capital Project Account, and may be repaid from the bond proceeds once available.
22. Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein, the Board agreed that Peter Gisolfi Associates prepare Schematic Design Drawings, for a new building at 55 Vanderbilt Parkway, Dix Hills, NY at a cost not to exceed \$110,000.
23. The Board discussed the statistical reports and programs for February, and future programs for April.
24. The Board adjourned to an executive session at 8:25 p.m. to discuss the Assistant Director’s salary.
25. The Board reconvened into open session at 8:39 p.m.

26. Upon a motion by Mr. Gordon, seconded by Mr. Bloomstein, the Personnel Report was approved.
27. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen the meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Marva Laronde  
Clerk of the Board of Trustees

Bruce Gordon  
Secretary