

HALF HOLLOW HILLS COMMUNITY LIBRARY
MONTHLY BOARD MEETING AGENDA
Monday, September 29, 2025

- I. Call to order
- II. Pledge of Allegiance
- III. Adoption of the Agenda
- IV. Reading, amendment, if necessary, and approval of the minutes of the Regular Board Meeting on August 18, 2025.
- V. Correspondence & comments from visitors.
- VI. Ratification of Abstract No.1307 - \$
Approval of Abstract No. 1308 - \$
Approval of Abstract No. 1309- \$
Approval of Abstract No. 1310- \$
Ratification of Payroll Warrant - No.1588 dated \$
Ratification of Payroll Warrant - No.1589 dated \$
Ratification of Payroll Warrant – No.1590 dated \$
- VII. Financial Report
 - 1. Trustees to Sign CD Documents
- VIII. New Business
 - 1. Sophos Central Intercept X and Email Advanced License Renewal - Recommendation to renew Sophos Central Intercept X and Email Advanced Licenses at a cost not to exceed \$14,000.00.
 - 2. Proposed Budget Vote & Trustee Election Calendar - Recommendation to adopt the Budget Vote and Trustee Election Calendar for 2026.
 - 3. Election Clerk - Recommendation to appoint Rosemarie Menta, Clerk of the Board of Trustees, as Clerk of the Annual Budget Vote and Trustee Election to be held on April 14, 2026.

4. Utica Annual Insurance Renewal Payments - Recommendation to renew the following insurance policies with Utica National Insurance Group and pay the associated annual premiums for the policy year 9/01/25 – 9/01/26:

Commercial Package: \$39,469.70

Auto Policy: \$8,295.00

Workers Compensation Policy: \$33,043.00

Umbrella Policy: \$10,704.00

Total Premiums: \$91,511.70

IX. Operations

1. Library Director Report
2. Department Monthly Reports
3. Department Monthly Statistics

X. Personnel Report

- XI. Executive Session if motion approved by majority of Trustees present for discussion of items relevant to Executive Session.

XII. Adjournment