

HALF HOLLOW HILLS COMMUNITY LIBRARY

MONTHLY MEETING AGENDA

Monday, May 22, 2023

6:30 PM

- I. Call to order.
- II. Executive Session if motion approved by majority of Trustees present for discussion of items relevant to Executive Session.
- III. Reading, amendment, if necessary, and approval of the minutes of the Regular Board Meeting on April 24, 2023.
- IV. Reading, amendment, if necessary, and approval of the minutes of the Special Emergency Board Meeting on May 8, 2023.
- V. Correspondence & comments from visitors.
- VI. Ratification of Abstract No.1181 - \$8,066.45
Approval of Abstract No. 1182 - \$89,833.48
Approval of Abstract No. 1183- \$49,146.51
Approval of Abstract No. 1184- \$120,493.24
Approval of Abstract No. 1185 - \$270,602.87
Ratification of Payroll Warrant - No.1528 dated 5/04/23 \$144,025.61
Ratification of Payroll Warrant - No.1529 dated 5/18/23 \$147,494.39
- VII. Financial Report
 1. Banking – Discussion
 2. Covid Pay – Discussion
 3. Page Salary – Discussion
- VIII. Old Business
 1. Third Floor Railing - Discussion
 2. DEI Training – Discussion
- IX. New Business
 1. Temporary Library Director – Recommendation to appoint Charlene Muhr as Temporary Library Director effective May 11, 2023
 2. Replacement Computers – Recommendation to purchase six (6) replacement computers at a cost not to exceed \$9,000.00.

3. iPad Air Tablets – Recommendation to purchase ten (10) replacement iPad Air tablets at a cost not to exceed \$7,000.00.
4. Asphalt Sealcoating at Melville – Recommendation to hire A&L Blacktop to complete asphalt sealcoating at the Branch Library in Melville at a cost not to exceed \$5,400.00.
5. Window Washing at Dix Hills – Recommendation to hire Strikeforce Maintenance for window cleaning at the Dix Hills location at a cost not to exceed \$3,650.00.
6. Makerspace Policy – Recommendation to adopt a Makerspace Policy
7. HVAC Service Contracts – Discussion
8. Cleaning Service Contracts – Discussion

X. Building Project

XI. Operations

1. Department Monthly Reports
2. Department Monthly Statistics
3. Staffing Update – Discussion
4. Transition Issues Related to Director and Assistant Director - Discussion

XII. Personnel Report – May

XIII. Adjournment