

# HALF HOLLOW HILLS COMMUNITY LIBRARY

## AGENDA

Tuesday, January 18, 2022 via Zoom

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. (Director's Annual Review)
- III. Reading, amendment, if necessary, and approval of the minutes of the Regular Board meeting on November 22, 2021, December 20, 2021, and the minutes of the Budget Work Session January 11, 2022.
- IV. Correspondence & comments from visitors.
- V. Ratification of Abstract No. 1085 - \$9,366.61  
Approval of Abstract No. 1086 - \$41,946.60  
Approval of Abstract No. 1087 - \$39,485.76  
Approval of Abstract No. 1088 - \$64,837.09  
Approval of Abstract No. 1089 - \$202,443.04  
Approval of Abstract No. 1090 - \$94,461.67  
Approval of Abstract No. 1091 - \$23,314.50  
Ratification of Payroll Warrant - No.1492 dated 12/16/21 \$164,170.54  
Ratification of Payroll Warrant - No.1493 dated 12/30/21 \$138,670.53
- VI. Financial Report
- VII. New Business
  1. Approval of Fiscal Year 2022/2023 Budget- Recommendation to approve the budget for Fiscal Year 2022/2023 with the tax levy determined by the Comptroller's Office.
  2. Collection Development Policy- Discussion and recommendation to approve the revised and update the Collection Development Policy.
- VIII. Old Business
  1. Update on Retirement Incentive approved November 22, 2021

IX. Director's Report

X. Personnel Report

XI. Building Project

1. Executive Summary- Presented by Calgi Construction
2. Cleaning of AC Unit Coils- Recommendation to clean the AC unit coils at a cost not to exceed \$1,400.
3. Additional 2 Fixtures- Recommendation to purchase two fixtures for the vestibules at a cost not to exceed \$2,000.
4. REX Switches for some Access Control Locks- Recommendation to purchase missing components needed to ensure proper operation of access control doors at a cost not to exceed \$2,075.
5. Fire Extinguishers and Cabinets- Recommendation to purchase twenty (20) fire extinguisher cabinets and eight (8) 10lb ABC fire extinguishers at a cost not to exceed \$2,300.
6. AR Kropp & Sons- Furniture delivery and installation update from Greg Kropp.

XII. Adjournment