

# HALF HOLLOW HILLS COMMUNITY LIBRARY

## MONTHLY MEETING AGENDA

Monday, March 24, 2025

6:30 PM

- I. Call to order.
- II. The Pledge of Allegiance.
- III. Adoption of the Agenda
- IV. Reading, amendment, if necessary, and approval of the minutes of the Regular Board Meeting on February 24, 2024.
- V. Correspondence & comments from visitors.
- VI. Ratification of Abstract No.1280 - \$13,157.38  
Approval of Abstract No. 1281 - \$90,401.17  
Approval of Abstract No. 1282- \$14,511.33  
Approval of Abstract No. 1283- \$132,574.74  
Approval of Abstract No. 1284- \$970.00  
Ratification of Payroll Warrant - No.1575 dated 2/20/25 \$162,979.61  
Ratification of Payroll Warrant - No.1576 dated 3/06/25 \$153,268.40
- VII. Financial Report
  1. Recommendation to increase the minimum dollar amount of checks that require a second authorized signer from \$3,000 to \$10,000.
- VIII. Old Business
  1. Additional Solar Panels – Recommendation to hire the lowest responsible bidder, Sunrise Electrical Services LLC dba Sunrise Power Solutions, 923 Motor Parkway, Hauppauge, NY 11788, to install additional solar panels at the Dix Hills library location at a cost not to exceed \$178,400.00.
- IX. New Business
  - 1 Annual State Report – Recommendation to accept the New York State Annual Report for 2024.

- 2 Old Ballots – Recommendation to authorize the Clerk of the Board of Trustees to destroy all the ballots cast, spoiled, and unused in the April 16, 2024 Annual Budget Vote and Trustee Election, pursuant to Education Law §2034(6)(b).
- 3 Independent Contractor Program Contract Policy – Recommendation to revise the wording under section#16 of the Independent Contractor Program Contract Policy to reflect library signor’s current job title.
- 4 Immigration Enforcement Policy – Recommendation to adopt an Immigration Enforcement Policy.
- 5 Notification to Employees of a Request for Access to Disciplinary Records Policy – Recommendation to adopt a Notification to Employees of a Request for Access to Disciplinary Records policy.

X. Operations

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

XI. Personnel Report

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

XIII. Adjournment