

# HALF HOLLOW HILLS COMMUNITY LIBRARY

## MONTHLY MEETING AGENDA

Friday, September 27, 2024

5:30 PM

- I. Call to order.
- II. The Pledge of Allegiance.
- III. Adoption of the Agenda as amended
- IV. Reading, amendment if necessary, and approval of the minutes of the Regular Board Meeting on August 19, 2024.
- V. Reading, amendment if necessary, and approval of the minutes of the Special Executive Board Meeting on September 19, 2024.
- VI. Correspondence & comments from visitors.
- VII. Ratification of Abstract No.1253 - \$15,843.61  
Approval of Abstract No. 1254 - \$193,733.54  
Approval of Abstract No. 1255- \$47,746.92  
Approval of Abstract No. 1256- \$134,155.97  
Ratification of Payroll Warrant - No.1562 dated 8/22/24 \$148,516.53  
Ratification of Payroll Warrant - No.1563 dated 9/05/24 \$141,060.83
- VIII. Financial Report
- IX. New Business
  1. Uncommitted Funds – Recommendation to Uncommit the balances related to the Capital Fund as listed in Note 10 of the audited financial statements as of the fiscal year ending June 30, 2024; and Recommit changing the detailed line-item descriptions and amounts to one total amount labelled: “Repairs”. There is no change to the total funds committed.
  2. Memorandum of Agreement – Recommendation for the Board to approve the Memorandum of Agreement between the Board and the Half Hollow Hills Community Library Employees Association, establishing the internal Library position of “Head of Programs/Engagement Coordinator,” and to authorize the President of the Board of Trustees to execute the Agreement on behalf of the Board.

3. Proposed Budget Vote & Trustee Election Calendar – Recommendation to adopt the Budget Vote and Trustee Election Calendar for 2025.
4. 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 8, 2025.
5. Chairperson/Chief Inspector of the Annual Budget Vote and Trustee Election – Recommendation to appoint Susan Gmoser as Chairperson/Chief Inspector of the Annual Budget Vote and Trustee Election to be held on April 8, 2025.
6. State Aid for Library Construction Program for Solar Panels – Recommendation to adopt the Application for State Aid for Library Construction Program FY 2024-2025 for Solar Panels.

X. Operations

1. Contingent Library Director Report
2. Department Monthly Reports
3. Department Monthly Statistics
3. Staffing Update – Discussion

XI. Personnel Report

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

XIII. Adjournment