

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON DECEMBER 20, 2021 AT CHESTNUT HILL ELEMENTARY SCHOOL AT 6:30PM.

1. The meeting was called to order by the President, Jacob Goldman, at 6:33pm. Also present were Board members, Maxine Cohen, Bruce Gordon, Wayne Griffith, and Larry Bloomstein.
2. Also present were, Helen Crosson, Library Director, Charlene Muhr, Assistant Library Director, Michele Peluso, Business Manager I, Anne Votta, Clerk of the Board of Trustees, Rosemarie Menta, Substitute Clerk of the Board of Trustees and Sharron McDevitt, Staff Host for Zoom meeting.
3. Also present was Dominic Calgi and Dorian De Laurentiis, from Calgi Construction, via Zoom.
4. Dorian De Laurentiis from Calgi Construction discussed the December 2021 Executive Summary for the new building.
5. Nina Lesser from Peter Gisolfi Associates arrived at 6:40pm via Zoom.
6. Dominic Calgi and Dorian De Laurentiis from Calgi Construction, and Nina Lesser from Peter Gisolfi Associates, left the meeting at 6:57pm.
7. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees entered Executive Session to discuss personnel matters at 6:57pm.
8. The Board of Trustees reconvened into Open Session at 7:34pm.
9. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the minutes of the Regular Board Meeting on November 22, 2021, were approved.
10. Wayne Griffith, Board of Trustee left the meeting at 7:36pm.
11. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, Abstract No. 1079 in the amount of \$9,934.07 was ratified.
12. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, Abstract No. 1080 in the amount of \$55,657.92 was approved.
13. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, Abstract No. 1081 in the amount of \$39,293.50 was approved.
14. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, Abstract No. 1082 in the amount of \$229,407.91 was approved.

15. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, Abstract No. 1083 in the amount of \$154,588.60 was approved.
16. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, Abstract No. 1084 in the amount of \$92,047.31 was approved.
17. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, the Payroll Warrant No. 1490 dated 11/18/21 in the amount of \$139,013.90 was ratified. (Mr. Gordon abstained).
18. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, the Payroll Warrant No. 1491 dated 12/02/21 in the amount of \$134,846.46 was ratified. (Mr. Gordon abstained).
19. Michele Peluso, Business Manager, discussed the financial reports.
20. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, the Board of Trustees approved the proposed SCLS 2022 Operating Budget in the amount of \$14,605,376 and authorize the Member Library support payment upon receipt of the SCLS bill.
21. Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein, the Board of Trustees approved the attendance of the Business Manager, Michele Peluso, at the Government Finance Officers' Association Conference in Albany, April 6-8, 2022, at a cost not to exceed \$1,600.
22. Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein, the Board of Trustees approved the purchase of two additional AED machines for 55 Vanderbilt Parkway, Dix Hills, at a cost not to exceed \$3,000.
23. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, the Board of Trustees approved the revision to the Second Amendment of the Patron Code of Conduct-Covid 19 Policy. (Vote Yea: Mr. Goldman, Mrs. Cohen, Mr. Bloomstein, Nay: Mr. Gordon).
24. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, the Board of Trustees awarded the contract for cleaning services of the Half Hollow Hills Library to Commercial Building Maintenance, Inc., 200 Oak Drive Syosset, NY 11791, the lowest bidder, beginning March 1, 2022, to June 20, 2023.
25. Board of Trustees discussed the purchase of three (3) house shields to be installed on parking lot light poles adjacent to neighbor's property at 55 Vanderbilt Parkway and was tabled for six months.
26. Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein, the Board of Trustees approved the recommendation to promote Lauren Tellerman from a Librarian I to Librarian II, at a salary of \$60,000.00, upon approval from Suffolk County Civil Service. (Mr. Gordon abstained).
27. Helen Crosson, Library Director, discussed her monthly report with the Board of Trustees.

28. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, the Board of Trustees approved the Personnel Report (Mr. Gordon abstained).

29. Upon a motion by Mr. Gordon, seconded by Mr. Bloomstein, the meeting was adjourned at 8:13pm.

Respectfully submitted,

Anne Votta
Clerk of the Board of Trustees

Wayne Griffith,
Secretary