

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON NOVEMBER 24, 2025, AT DIX HILLS.

1. The meeting was called to order by Library Board President, Gregory Laub at 6:30PM. Also present were Board Members, Jacob Goldman, Wayne Griffith, Joyce Bush, and Larry Bloomstein.
2. Also present were Library Director, Margaret Hartough, Assistant Library Director, Christopher DeCristofaro, Business Manager, Michele Peluso, and Clerk of the Board of Trustees, Rosemarie Menta.
3. Also present were Malinda Dobrins, Loretta Falk, and Carol Morisco as guests.
4. The Pledge of Allegiance was recited.
5. Upon a motion by Mrs. Bush, seconded by Mr. Goldman, the Agenda was Adopted.
6. Upon a motion by Mrs. Bush, seconded by Mr. Bloomstein, the minutes of the Regular Board Meeting on October 21, 2025, were approved. (Mr. Goldman abstained)
7. Library Director, Margie Hartough, shared correspondence with the Board of Trustees.
8. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Abstract No. 1316, in the amount of \$12,346.67, was ratified.
9. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Abstract No. 1317, in the amount of \$109,141.59 was approved.
10. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Abstract No. 1318, in the amount of \$34,352.67, was approved.
11. Upon motion by Mr. Bloomstein, seconded by Mr. Griffith, Abstract No. 1319, in the amount of \$734,965.00, was approved.
12. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Abstract No. 1320, in the amount of \$2,900.00 was approved.
13. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Payroll Warrant No. 1593, dated 10/30/25 in the amount of \$172,224.29, was ratified.

14. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Payroll Warrant No. 1594, dated 11/13/25 in the amount of \$154,845.23, was ratified.
15. Business Manager, Michele Peluso, discussed financial reports, monthly financial review, and ACH Originations.
16. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Board of Trustees approved the Vendor Debit Rights Confirming Resolution as follows:

This resolution confirms the Board's approval to grant debit access rights to the Library's payroll account to the following vendors for the noted dollar maximum amounts per transaction:

- Accu Data (payroll vendor): \$200,000
- New York State Retirement System (for member contributions): \$10,000
- WageWorks/Health Equity (FSA vendor for member charges): \$5,000

17. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Board of Trustees approved the TIAA Debit Rights Resolution as follows:

Recommendation to add the below vendor with noted dollar maximum per transaction to the list of vendors who have debit access rights to the Library's payroll account:

- TIAA (403(b) provider): \$20,000

18. Upon a motion by Mrs. Bush, seconded by Mr. Griffith, the Board of Trustees approved the resolution to update the Page Salary Schedule as follows:

- Increase Pages whose hourly rate is below \$17.00 per hour to the NYS minimum effective 1/01/26.
- As of 1/01/26, the starting rate for newly hired Pages will be \$17.00 per hour through 12/31/26.
- Continue to award Pages an increase of \$0.25 per hour on July 1st, except for Pages who have already reached the established maximum hourly rate of \$18.75. As a result, some Pages may receive two increases in calendar year 2025 (minimum wage and \$0.25 increase).
- The "Page Step Chart" used in previous years of minimum wage increases has been discontinued.

19. Upon a motion by Mr. Goldman, seconded by Mrs. Bush, the Board of Trustees approved the resolution to increase the salary of the Election Workers for the Annual Library Budget Vote and Trustee Election from \$16.50/hr. to \$17.00/hr., and to keep the flat bonus for the Chairperson of the Election Workers at \$25.00, consistent with the Half Hollow Hills School District.
20. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein, the Board of Trustees approved the proposed SCLS 2026 Operating Budget in the amount of \$18,876,309.00 and authorized the Member Library Support payment upon receipt of the SCLS bill.
21. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees approved the Lightpath 5-Year renewal of existing Internet and Firewall Services through a coordinated order with SCLS at an annual cost not to exceed \$22,500.00 beginning July 1, 2026.
22. Upon a motion by Mrs. Bush, seconded by Mr. Goldman, the Board of Trustees approved the EBSCO Print Periodicals Renewal through a coordinated order with SCLS for Dix Hills and Melville at a cost not to exceed \$18,719.42.
23. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees approved the resolution to award a seasonal contract with Michael J's Landscaping for snow plowing and salting at Dix Hills and Melville from November 1, 2025 to April 15, 2026 at a cost not to exceed \$12,025.00.
24. Upon a motion by Mrs. Bush, seconded by Mr. Bloomstein, the Board of Trustees approved the resolution for polyurethane refinishing of wood floors in Room 214 and Room 111 at Dix Hills by Country Wide Flooring at a cost not to exceed \$9,400.00.
25. Upon a motion by Mr. Bloomstein, seconded by Mrs. Bush, the Board of Trustees approved the resolution to revise the Use of Library Facilities Policy as amended.
26. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Board of Trustees approved the resolution to revise the Maintenance of Public Order Policy as amended.
27. Upon a motion by Mr. Bloomstein, seconded by Mrs. Bush, the Board of Trustees approved the resolution to revise the Library Code of Ethics and Conflict of Interest Policy.
28. Upon a motion by Mr. Goldman, seconded by Mrs. Bush, the Board of Trustees approved the resolution to rescind the Code of Ethics for Library Trustees Policy.
29. Mr. Goldman briefly left the meeting at 8:35PM and returned at 8:40PM.

30. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Board of Trustees approved the resolution to adopt an Elective Pay Service Agreement for Solar Panels as amended. (Mr. Goldman recused himself)
31. Upon a motion by Mr. Griffith, seconded by Mrs. Bush, the Board of Trustees authorized Jacob Goldman to prefile and file for the Elective Pay Service Agreement as Vice President of the Board. (Mr. Goldman recused himself)
32. Library Director, Margie Hartough, shared her Monthly Report.
33. The Board of Trustees reviewed the Departmental Monthly Reports and Departmental Monthly Statistics.
34. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Board of Trustees approved the November Personnel Report.
35. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein, the meeting was adjourned at 8:44PM.

Respectfully submitted,

Rosemarie Menta
Clerk of the Board of Trustees

Wayne Griffith
Secretary