

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON FEBRUARY 22, 2021 VIA ZOOM AT 6:30PM.

1. The meeting was called to order by the President, Jacob Goldman, at 6:32pm. Also present were Board Trustees, Larry Bloomstein, Bruce Gordon, Wayne Griffith, and Maxine Roeper Cohen.
2. Also present were, Helen Crosson, Library Director, Charlene Muhr, Assistant Library Director, Michele Peluso, Business Manager I, Patricia Lynch, Clerk of the Board of Trustees, Anne Votta, Substitute Clerk for the Board of Trustees. Sharron McDevitt, staff host for Zoom meeting.
3. Andrew Martingale from Hamburger, Maxson, Yaffe, Knauer and McNally, LLP, Dominic Calgi and Dorian DeLaurentiis from Calgi Construction, Nina Lesser from Gisolfi Architects, Thomas DePace from Advance Sound Company, Greg and Tim Kropp from A.R.Kropp Co. & Sons, Todd Schlitt, Chris Sarubbi, Margie Hartough, and Donna Barnes (staff) attended as guests.
4. Jacob Goldman, President of the Board of Trustees observed a moment of silence for the over 500,000 COVID 19 deaths in the United States.
5. Andrew Martingale, from Hamburger, Maxon, Yaffe, Knauer and McNally, LLP discussed signatures needed on Trustee Petitions.
6. Helen Crosson, Library Director discussed the purchase of Turbo Tax.
7. Helen Crosson, Library Director reviewed the Soft Cost for the Construction Budget.
8. Chris Sarubbi discussed New Building Technology Plan.
9. Chris Sarubbi and Thomas DePace discussed the new building Audio Visual equipment.
10. Thomas DePace from Advance Sound Company left the meeting at 7:15pm.
11. Nina Lesser from Gisolfi Architects along with Greg and Tim Kropp from A. R. Kropp C & Sons presented the new furniture for the building.
12. Dominic Calgi and Dorian DeLaurentiis discussed the Executive Summary for February 2021. Discussion included New Building Audio Visual Labor/Wiring, Solar Panel Disconnects, and Removeable Cores for the new building.
13. Helen Crosson, Library Director discussed the Canteen "Letter of Intent".
14. Dominic Calgi and Dorian De Laurentitis from Calgi Construction and Nina Lesser from Gisolfi Architects left the meeting at 8:37pm.
15. Upon a motion by Mr. Griffith, seconded by Mrs. Roeper Cohen the Board of Trustees entered executive session to discuss a personnel issue and vendor contract at 8:37pm.

16. The Board of Trustees reconvened into open session at 9:30pm.
17. Upon a motion by Mr. Griffith seconded by Mr. Gordon the minutes of the regular Board Meeting on January 19, 2021 were approved.
18. Upon a motion by Mr. Bloomstein, seconded by Mr. Gordon the minutes of the Budget Workshop Session on February 9, 2021 were approved.
19. Upon a motion by Mr. Griffith and seconded by Mr. Gordon Abstract No. 1019 in the amount of \$5,121.82 was ratified.
20. Upon a motion by Mr. Griffith seconded by Mr. Gordon, Abstract No. 1020 in the amount of \$31,702.02 was approved.
21. Upon a motion by Mr. Griffith seconded by Mr. Gordon, Abstract No. 1021 in the amount of \$212,410.24 was approved.
22. Upon a motion by Mr. Griffith seconded by Mr. Gordon Abstract No. 1022 in the amount of \$667,027.20 was approved.
23. Upon a motion by Mr. Griffith, seconded by Mr. Gordon Abstract No. 1023 in the amount of \$83,987.30 was approved.
24. Upon a motion by Mr. Griffith seconded by Mrs. Roeper Cohen the Payroll Warrant No. 1468 dated 1/14/21 in the amount of \$125,574.27 was ratified. (Mr. Gordon abstained)
25. Upon a motion by Mr. Griffith seconded by Mrs. Roeper Cohen the Payroll Warrant No.1469 dated 1/28/21 in the amount of \$125,526.95 was ratified. (Mr. Gordon abstained)
26. Michele Peluso, Business Manager discussed the Financial Report.
27. Upon a motion by Mr. Bloomstein, seconded by Mrs. Roeper Cohen the Board of Trustees approved the purchase of Thirteen (13) computers at a cost not to exceed \$17,800.
28. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith the Board of Trustees approved the recommendation to increase the election Workers to minimum wage rate of \$14.00 per hour.
29. Upon a motion by Mrs. Roeper Cohen, seconded by Mr. Bloomstein the Board of Trustees approve the First Amendment to the Architectural Agreement of Peter Gisolfi Associates LLP.
30. Upon a motion by Mr. Griffith, seconded by Mr. Bloomstein the Board of Trustees agreed to purchase technology equipment for the new building at a cost not to exceed \$135,000.
31. Upon a motion by Mrs. Roeper Cohen, seconded by Mr. Griffith the Board of Trustees approved the purchase of Audio-Visual equipment at a cost not to exceed \$156,817.

32. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Board of Trustees approved the purchase of furniture for the new library at a cost of \$1,122,754. (except for seating to be reevaluated).
33. Dominic Calgi and Dorian DeLaurentiis from Calgi Construction discussed the Executive Summary for February 2021.
34. Upon a motion by Mr. Gordon, seconded by Mr. Griffith the Board of Trustees approved the change order for installation and labor of Audio-Visual equipment at a cost not to exceed \$76,664.
35. Upon a motion by Mr. Griffith, seconded by Mrs. Roeper Cohen the Board of Trustees approved the purchase of Solar Panel Disconnects at a cost not to exceed \$4,905.96.
36. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith the Board of Trustees approved the purchase of Removeable Cores at a cost not to exceed \$5,666.52.
37. Upon a motion by Mrs. Roeper Cohen, seconded by Mr. Griffith the Board of Trustees approved the Letter of Intent for Canteen.
38. Helen Crosson, Library Director discussed the Director's Report.
39. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith the Board of Trustees approved the Personnel Report. (Mr. Gordon abstained)
40. Upon a motion by Mr. Griffith, seconded by Mrs. Roeper Cohen the Board of Trustees meeting was adjourned at 10:20pm.

Respectfully submitted,

Patricia Lynch  
Clerk of the Board of Trustees

Wayne Griffith,  
Secretary