

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON JANUARY 18, 2022 AT CHESTNUT HILL ELEMENTARY SCHOOL AT 6:30PM, VIA ZOOM.

1. The meeting was called to order by the President, Jacob Goldman, at 6:30pm. Also present were Board members, Maxine Cohen, Bruce Gordon, Larry Bloomstein. Wayne Griffith arrived at 6:45pm.
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 were Margie Hartough, Donna Barnes, and Lawrence Schroder as guests.
4. Also present were Dominic Calgi and Dorian De Laurentiis, from Calgi Construction, Nina Lesser from Peter Gisolfi Associates and Greg Kropp from AR Kropp & Sons.
5. Dorian De Laurentiis from Calgi Construction discussed the January 2022 Executive Summary for the new building.
6. Greg Kropp from AR Kropp & Sons reviewed furniture delivery and installation for the new building.
7. Dominic Calgi and Dorian De Laurentiis from Calgi Construction, and Nina Lesser from Peter Gisolfi Associates, and Greg Kropp from AR Kropp & Sons left the meeting at 6:58pm.
8. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the amended minutes of the Regular Board Meeting on November 22, 2021, were approved.
9. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the minutes of the Regular Board Meeting on December 20, 2021, were approved.
10. Upon a motion by Mr. Bloomstein, seconded by Mr. Gordon, the minutes of the Budget Work Session on January 11, 2022, were approved.

11. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Abstract No. 1085 in the amount of \$9,366.61 was ratified.
12. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Abstract No. 1086 in the amount of \$41,946.60 was approved.
13. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Abstract No. 1087 in the amount of \$39,485.76 was approved.
14. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Abstract No. 1088 in the amount of \$64,837.09 was approved.
15. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Abstract No. 1089 in the amount of \$202,443.04 was approved.
16. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Abstract No. 1090 in the amount of \$94,461.67 was approved.
17. Upon a motion by Mr. Bloomstein seconded by Mr. Griffith, Abstract No. 1091 in the amount of \$23,314.50 was approved.
18. Upon a motion by Mrs. Cohen, seconded by Mr. Gordon, the Payroll Warrant No. 1492 dated 12/16/21 in the amount of \$164,170.54 was ratified. (Mr. Gordon abstained).
19. Upon a motion by Mrs. Cohen seconded by Mr. Gordon, the Payroll Warrant No. 1493 dated 12/30/21 in the amount of \$138,670.53 was ratified. (Mr. Gordon abstained).
20. Michele Peluso, Business Manager, discussed the financial reports.
21. Upon a motion by Mr. Bloomstein, seconded by Mr. Gordon, the Board of Trustees approved the budget for Fiscal Year 2022/2023 with the tax levy determined by the Comptroller's Office.
22. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the Board of Trustees approved the revision and update the Collection Development Policy.
23. Helen Crosson, Library Director, updated the Board of Trustees on the Retirement Incentive approved on November 22, 2021.

24. Upon a motion by Mr. Bloomstein, seconded by Mr. Gordon, the Board of Trustees approved the recommendation to clean the AC unit coils at a cost not to exceed \$1,400.
25. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Board of Trustees approved the recommendation to purchase two fixtures for the vestibules at a cost not to exceed \$1,000.
26. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees approved the recommendation to purchase missing components needed to ensure proper operation of access control doors at a cost not to exceed \$800.
27. Upon a motion by Mr. Griffith, seconded by Mr. Bloomstein, the Board of Trustees approved the recommendation to purchase twenty (20) fire extinguisher cabinets and eight (8) 10 lb. ABC fire extinguishers at a cost not to exceed \$2,300.
28. Helen Crosson, Library Director, discussed her monthly report with the Board of Trustees.
29. Upon a motion by Mr. Griffith seconded by Mr. Bloomstein, the Board of Trustees entered Executive Session to discuss personnel matters at 7:45pm.
30. The Board of Trustees reconvened into Open Session at 8:33pm.
31. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Board of Trustees approved the Personnel Report (Mr. Gordon abstained).
32. Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein, the meeting was adjourned at 8:34pm.

Respectfully submitted,

Anne Votta
Clerk of the Board of Trustees

Wayne Griffith,
Secretary