

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON JANUARY 22, 2024, AT DIX HILLS.

1. The meeting was called to order by Library Board President, Larry Bloomstein, at 6:30PM. Also present were Board Members, Maxine Cohen, Jacob Goldman, Wayne Griffith, and Joyce E. Bush.
2. Also present were Contingent Library Director, Margaret Hartough, Business Manager, Michele Peluso, and Clerk of the Board of Trustees, Rosemarie Menta.
3. Also present were Monique Moore, Faith Claxton, and Jermaine Claxton as guests.
4. The Pledge of Allegiance was recited.
5. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the minutes of the Regular Board Meeting on December 11, 2023, were approved.
6. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the minutes of the Special Executive Board Meeting on January 5, 2024 were approved.
7. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, Abstract No. 1214, in the amount of \$9,394.11 was ratified.
8. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, Abstract No. 1217, in the amount of \$134,768.52 was ratified.
9. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, Abstract No. 1218, in the amount of \$9,405.43 was ratified.
10. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, Abstract No. 1219, in the amount of \$85,448.33 was approved.
11. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, Abstract No. 1220, in the amount of \$44,650.05 was approved.
12. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, Abstract No. 1221, in the amount of \$137,186.55 was approved.
13. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, Abstract No. 1222, in the amount of \$27,208.50 was approved.

14. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Payroll Warrant No.1544 dated 12/14/23 in the amount of \$187,968.52, was ratified.
15. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Payroll Warrant No.1545 dated 12/28/23 in the amount of \$147,495.03, was ratified.
16. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Payroll Warrant No.1546 dated 1/11/24 in the amount of \$141,913.78, was ratified.
17. Business Manager, Michele Peluso, discussed financial reports.
18. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees adopted the revised Board Meeting Dates for 2024.
19. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees approved the 2024 Budget Vote and Trustee Election Legal Notice.
20. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees authorized the increase of salary of the Election Workers for the Annual Library Budget Vote and Trustee Election from \$15.00/hr. to \$16.00/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.
21. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, the Board of Trustees approved the corrected Page Salary Schedule as follows:
 - I) Increase Pages whose hourly rate is below \$16.00 per hour to the NYS minimum effective 1/1/24.
 - II) As of 1/1/24, the starting rate for newly hired Pages will be \$16.00 per hour through 12/31/24.
 - III) Continue to award Pages an increase of \$.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 2024 (minimum wage and \$.25 increase).
 - IV) The “Page Step Chart” used in previous years of minimum wage increase will be discontinued.

22. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees approved the PSEG Rate Plan change for 55 Vanderbilt Parkway from current 285 Rate Plan to 281 Rate Plan based on anticipated cost savings under 281 Rate Plan.
23. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees approved the attendance of the Director, two Librarians, and the Trustees at the ALA Annual Conference in San Diego, CA from June 27, 2024 – July 2, 2024, at a cost not to exceed \$3,200.00 per person.
24. The Board of Trustees reviewed the Procurement Policy and discussed potential changes to the wording.
25. Contingent Library Director, Margie Hartough, shared her Monthly Report and provided a staffing update.
26. The Board of Trustees reviewed the Department Monthly Reports and Department Monthly Statistics.
27. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees approved the January Personnel Report.
28. Contingent Library Director, Margie Hartough, discussed her proposed budget for Fiscal Year 2024-2025.
29. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the Board of Trustees approved the proposed tax cap compliant budget for Fiscal Year 2024-2025.
30. Upon a motion by Mrs. Bush, seconded by Mr. Griffith, the Board of Trustees entered into Executive Session at 8:58PM to discuss confidential personnel matters.
31. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees reconvened into Open Session at 9:28PM.
32. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the meeting was adjourned at 9:30PM.

Respectfully submitted,

Rosemarie Menta
Clerk of the Board of Trustees

Jacob Goldman
Secretary