

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON JULY 21, 2025, AT DIX HILLS.

1. The meeting was called to order by Library Board President, Gregory Laub at 6:34PM. Also present were Board Members, Jacob Goldman, Wayne Griffith, and Larry Bloomstein. Joyce E. Bush was absent with prior notice.
2. Also present were Library Director, Margaret Hartough, Assistant Library Director, Christopher DeCristofaro, Business Manager, Michele Peluso, Clerk of the Board of Trustees, Rosemarie Menta, and Substitute Clerk of the Board of Trustees, Anne Votta.
3. Upon a motion by Mr. Bloomstein, seconded by Mr. Goldman, the Agenda was Adopted.
4. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the minutes of the Regular Board Meeting on June 23, 2025, were approved. (Mr. Goldman abstained)
5. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, Abstract No. 1298, in the amount of \$12,877.87, was ratified.
6. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, Abstract No. 1299, in the amount of \$89,950.97, was approved.
7. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, Abstract No. 1300, in the amount of \$38,846.52, was approved.
8. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, Abstract No. 1301, in the amount of \$135,382.88, was approved.
9. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, Abstract No. 1302, in the amount of \$34,841.40, was approved.
10. Upon motion by Mr. Griffith, seconded by Mr. Goldman, Payroll Warrant No. 1584, dated 6/26/25 in the amount of \$150,978.79, was ratified.
11. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, Payroll Warrant No. 1585, dated 7/10/25 in the amount of \$155,736.62, was ratified.
12. Business Manager, Michele Peluso, discussed financial reports.
13. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, the proposed update to the Procurement Policy was discussed and was tabled.

14. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees approved the resolution to rescind the Policy and Procedure for Use of Circulating CD-ROM Programs and the Policy and Procedures for Use of Electric Typewriter.
15. Upon a motion by Mr. Goldman, seconded by Mr. Griffith, the Board of Trustees approved the resolution to amend the Use of Library Facilities Policy with additional changes.
16. Upon a motion by Mr. Griffith, seconded by Mr. Bloomstein, the Board of Trustees approved the resolution for the repairs and replacement of boiler parts on two (2) boilers at the Dix Hills location at a cost not to exceed \$8,600.00.
17. Upon a motion by Mr. Griffith, seconded by Mr. Bloomstein, the Board of Trustees approved the revised resolution authorizing the attendance of the Assistant Library Director and four (4) Librarians and/or Trustees at the New York Library Association Annual Conference in Saratoga Springs, NY, from Wednesday, November 5, 2025, to Saturday, November 8, 2025, at a cost not to exceed \$2,500.00 per person.
18. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Board of Trustees approved the resolution adopting a Designated Spaces Policy as amended.
19. Library Director, Margie Hartough, shared her Monthly Report.
20. The Board of Trustees reviewed the Departmental Monthly Reports and Departmental Monthly Statistics.
21. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein, the Board of Trustees approved the July Personnel Report.
22. Upon a motion by Mr. Bloomstein, seconded by Mr. Goldman, the Board of Trustees entered into Executive Session at 8:13PM to discuss employment history of an individual.
23. Upon a motion by Mr. Bloomstein, seconded by Mr. Goldman, the Board of Trustees reconvened into Open Session at 8:20PM.
24. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein, the Board of Trustees approved an addition to the agenda.
25. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein, the Board of Trustees approved the request by the Board President to seek an advisory opinion from the New York State Office of the State Comptroller on concurrent Board service.

26. Upon a motion by Mr. Griffith, seconded by Mr. Goldman, the meeting was adjourned at 8:24PM.

Respectfully submitted,

Rosemarie Menta
Clerk of the Board of Trustees

Wayne Griffith
Secretary