

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON OCTOBER 21, 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, Wayne Griffith, Joyce Bush, and Larry Bloomstein. Jacob Goldman was absent with prior notice.
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 was Auditor/CPA, Al Coster, from Baldessari & Coster LLP.
4. The Pledge of Allegiance was recited.
5. Upon a motion by Mrs. Bush, seconded by Mr. Bloomstein, the Agenda was Adopted.
6. Mr. Coster provided the Audit Report for Fiscal Year 2024/2025.
7. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Board of Trustees approved the Audit Report for Fiscal Year 2024/2025.
8. Mr. Coster discussed Monthly Financial Review, then left the meeting at 7PM.
9. Upon a motion by Mrs. Bush, seconded by Mr. Griffith, the minutes of the Regular Board Meeting on September 29, 2025, were approved.
10. Library Director, Margie Hartough, shared correspondence with the Board of Trustees.
11. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Abstract No. 1311, in the amount of \$11,794.18, was ratified.
12. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Abstract No. 1312, in the amount of \$69,161.66 was approved.
13. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Abstract No. 1313, in the amount of \$33,793.05, was approved.
14. Upon motion by Mr. Bloomstein, seconded by Mr. Griffith, Abstract No. 1314, in the amount of \$135,466.87, was approved.

15. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Abstract No. 1315, in the amount of \$32,745.00 was approved.
16. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Payroll Warrant No. 1591, dated 10/02/25 in the amount of \$153,992.91, was ratified.
17. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, Payroll Warrant No. 1592, dated 10/16/25 in the amount of \$154,831.85, was ratified.
18. Business Manager, Michele Peluso, discussed financial reports, new IRS regulations regarding TIAA Roth feature, and ACH Originations.
19. Upon a motion by Mr. Griffith, seconded by Mr. Bloomstein, the Board of Trustees approved the resolution to adopt a Roth feature for the TIAA Plan, to continue to offer age-based catch-up contributions to all eligible participants, and to complete the necessary changes to comply with the requirements of Section 603.
20. Upon a motion by Mr. Griffith, seconded by Mrs. Bush, the Board of Trustees approved the resolution to renew a 3-year contract with Schindler Elevator effective November 10, 2025 – November 9, 2028.
21. Upon a motion by Mr. Bloomstein, seconded by Mrs. Bush, the Board of Trustees approved the resolution to appoint Joseph Ricchiuti as Chairperson/Chief Inspector of the Annual Budget Vote and Trustee Election to be held on April 14, 2026.
22. Upon a motion by Mrs. Bush, seconded by Mr. Griffith, the Board of Trustees approved the resolution to authorize the attendance of the Director and two (2) staff members to attend the Public Library Association Conference in Minneapolis, MN, from Wednesday, April 1, 2026, to Friday, April 3, 2026, at a cost not to exceed \$2,500 per person.
23. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Board of Trustees approved the resolution to rescind the Wireless User Agreement Policy, Internet Policy, Closing/Computer Shutdown Policy, and Internet Safety Policy.
24. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Board of Trustees approved the resolution to adopt a Computer and Internet Use Policy.
25. Library Director, Margie Hartough, shared her Monthly Report.
26. The Board of Trustees reviewed the Departmental Monthly Reports and Departmental Monthly Statistics.

27. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Board of Trustees approved the October Personnel Report.

28. Upon a motion by Mr. Griffith, seconded by Mrs. Bush, the meeting was adjourned at 8:22PM.

Respectfully submitted,

Rosemarie Menta
Clerk of the Board of Trustees

Wayne Griffith
Secretary