

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON SEPTEMBER 28, 2023, AT DIX HILLS.

1. The meeting was called to order by Library Board President, Larry Bloomstein, at 6:32PM. Also present were Board Members, Maxine Cohen, and Jacob Goldman. Wayne Griffith was absent with prior notice.
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 was Andrew Martingale, Library Attorney, from Quatela Chimeri PLCC.
4. Also present was Special Council, Anthony J. Fasano, from Guercio & Guercio, LLP.
5. Also present was Private Investigator, Leo Dorfman, from Sokoloff Stern, LLP.
6. Also present was Joyce E. Bush as a guest, who shared her interest in being considered for the open Trustee position and her thoughts regarding the library.
7. The Pledge of Allegiance was recited.
8. Upon a motion by Mrs. Cohen, seconded by Mr. Goldman, the Board of Trustees entered into Executive Session at 6:34PM to discuss a particular employee and Collective Bargaining.
9. Upon a motion by Mrs. Cohen, seconded by Mr. Goldman, the Board of Trustees reconvened into Open Session at 8:12PM.
10. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, the minutes of the Regular Board Meeting on August 23, 2023, were approved.
11. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, Abstract No. 1201, in the amount of \$12,743.09, was ratified.
12. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, Abstract No. 1202, in the amount of \$111,164.31, was approved.
13. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, Abstract No. 1203, in the amount of \$138,174.20, was approved.

14. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, Abstract No. 1204, in the amount of \$114,702.45, was approved.
15. Upon a motion by Mrs. Cohen, seconded by Mr. Goldman, the Payroll Warrant No.1536 dated 8/24/23 in the amount of \$145,857.65, was ratified.
16. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, the Payroll Warrant No.1537 dated 9/07/23 in the amount of \$141,085.58, was ratified.
17. Business Manager, Michele Peluso, discussed financial reports.
18. Upon a motion by Mrs. Cohen, seconded by Mr. Goldman, the recommendation to Uncommit the balances related to the Capital Fund as listed in Note 10 of the audited financial statements as of the fiscal year ending June 30, 2024, was discussed by the Board of Trustees and was tabled.
19. Upon a motion by Mrs. Cohen, seconded by Mr. Goldman, the Board of Trustees approved the plan for piano storage at a total project cost not to exceed \$7,779.00 as follows:
 - a) Hire P&M Doors to install a double doorway with swing clear hinges to replace the existing door at Dix Hills at a cost not to exceed \$4,969.00.
 - b) Hire County Wide Flooring to install wood floors to match the existing stage floor (using attic stock) at Dix Hills at a cost not to exceed \$2,010.50.
 - c) Hire Herrick Electric to relocate the electric outlet, wall switch, fire speaker strobe, and emergency light fixture at Dix Hills at a cost not to exceed \$800.00.
20. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, the Board of Trustees clarified/amended the Security Guard Pay Schedule as follows:
 - a) As approved at the October 17, 2022 Board Meeting, effective Fiscal Year 2023-2024, all Security Guards received a \$1.00 hourly increase on July 1, 2023, (subject to the 6-month rule), and will continue to receive an annual \$1.00 hourly increase every July 1st up to maximum (see item 2 below).
 - b) Effective July 1, 2024, the maximum hourly salary for Part-Time Security Guards will be \$30.00 per hour.
 - c) Effective Fiscal Year 2023-2024, and until further notice, the starting salary for all new Part-Time Guards will continue to be \$25.00/hr.

21. Contingent Library Director, Margie Hartough, shared her Monthly Report and provided a staffing update.
22. The Board of Trustees reviewed the Department Monthly Reports and Department Monthly Statistics.
23. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, the Board of Trustees approved the September Personnel Report.
24. Upon a motion by Mr. Goldman, seconded by Mrs. Cohen, the meeting was adjourned at 9:32PM.

Respectfully submitted,

Rosemarie Menta
Clerk of the Board of Trustees

Jacob Goldman
Secretary