

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON MAY 15, 2017, AT THE DIX HILLS BUILDING

1. The meeting was called to order by the President, Jacob Goldman, at 6:30 p.m. Also present were Board members, Larry Bloomstein, Maxine Roeper Cohen and Wayne Griffith. Bruce Gordon was absent with prior notice
2. Also present were: Helen Crosson, Library Director; Charlene Muhr, Assistant Library Director; Afshan Khan, Senior Account Clerk; Patricia Lynch, Substitute Clerk of the Board of Trustees and Marva Laronde, Clerk of the Board of Trustees.
3. John Evans, Peter Gisolfi Associates, Judith White, CJ2 Communication Strategies, Lewis Damrauer and Arlene Lowenhar (Staff), attended the Board Meeting as guests.
4. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen the minutes of the regular meeting on April 24, 2017, were approved.
5. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen the minutes of the special meeting on May 3, 2017, were approved.
6. Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein the minutes of the special meeting on May 11, 2017, were approved.
7. Lewis Damrauer addressed the Board on the Dix Hills renovation.
8. Brian Adams was at the 2017 Computers in Libraries conference in Crystal City, Arlington, Virginia from March 28, 2017 to March 30, 2017. It was a well-attended conference with over 1000 attendees. Attending conferences is one of the favorite things about my career. One returns from a conference re-energized about librarianship, and full of ideas to share with our library and our colleagues. Another benefit is the opportunity to share and learn from fellow attendees. Some of the programs attended were Upping Our Game, speaker Gina J. Millsap; Becoming Library Journal Library of the Year, speaker Gina J. Millsap, Apps, Sites, & Tools, speaker Gary Price; Where Technology Fits With Library Customers' Needs, speaker Lee Rainie.
9. Brian Lauther was at the IUG (Innovative users Group) conference in National Harbor, MD from April 2, 2017 to April 5, 2017. Innovative is making many changes in their organization. They have identified that the library systems have been built on cataloging, but that this system is no longer working for the current need of libraries. Because of these changes, Innovative is moving to what they call a "Library of Things" (play on Internet of Things). The overall thoughts on this conference is that Innovative is putting a lot more money and resources into their product development. They are trying to be pro-active instead of reactive and they are listening to the needs of the libraries and patrons.
10. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, Abstract No. 762 in the amount of \$8,779.12 was ratified.

11. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, Abstract No. 763 in the amount of \$46,062.40 was approved.
12. Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein, Abstract No. 764 in the amount of \$108,771.11 was approved.
13. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, Abstract No. 765 in the amount of \$83,910.23 was approved.
14. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, Abstract No. 766 in the amount of \$1,222.00 was approved.
15. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, Abstract No. 767 in the amount of \$135.51 was approved.
16. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, Payroll Warrant No. 1371 dated April 27, 2017, in the amount of \$134,338.11 was ratified.
17. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Board agreed to purchase through Hi-Light Energy Systems (lighting contractor for PSEG) 39 fixtures and 78 bulbs for a LED lighting upgrade at the Melville Branch at a cost not to exceed \$3,396. After PSEG rebate \$0 cost.
18. Upon a motion by Mr. Bloomstein, seconded by Mrs. Cohen, the Board agreed not to purchase a coin and bill acceptor at a cost not to exceed \$5,020.00 and to offer residents 10 free copies a day to print from our public computers. Non-residents need to purchase a “print card” for one dollar.
19. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board agreed to contract with USI Consulting Group to prepare a full valuation of post-retirement welfare benefits including determination of the Library’s Annual Required Contributions (“ARC”) that meets the requirements of GASB Statement No. 75 at a cost not to exceed \$2,500.
20. The Director presented her report and discussed it with the Board.
21. The Board discussed the statistical reports and programs for April, and future programs for June.
22. Upon a motion by Mr. Bloomstein, seconded by Mr. Griffith, the Personnel Report was approved.
23. John Evans, Gisolfi Associates, addressed the Board on the Dix Hills renovation.
24. John Evans left the meeting at 8:36 p.m.

25. Judith White, CJ2 addressed the Board on the Dix Hills renovation.
26. The Board adjourned to an executive session at 8:45 p.m. to discuss matters related personnel.
27. The Board reconvened into open session at 8:56 p.m.

Upon a motion by Mrs. Cohen, seconded by Mr. Bloomstein the meeting was adjourned at 8:57 p.m.

Respectfully submitted,

Marva Laronde  
Clerk of the Board of Trustees