

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON OCTOBER 21, 2019 AT 6:30PM AT CHESTNUT HILL SCHOOL

1. The meeting was called to order by the President, Jacob Goldman, at 6:31 p.m. Also present were Board members, Maxine Roeper Cohen, Bruce Gordon and Wayne Griffith. (arrived at 6:45pm) Larry Bloomstein was absent with prior notice.
2. Also present were Helen Crosson, Library Director, Charlene Muhr, Assistant Director, Michele Peluso, Business Manager I, Patricia Lynch, Clerk of the Board of Trustees.
3. Arlene Lowenhar, (staff) and Ana Oian Ametsa and Ezeder Tzorginda (residents) attended as guests. Al Coster from Baldessari and Coster LLP attended as guest.
4. Upon a motion by Mrs. Cohen, seconded by Mr. Gordon the minutes from the September 19, 2019 Board Meeting were approved.
5. Ana Oian Ametsa and Ezeder Tzorginda addressed the Board of Trustees regarding Columbus Day Discovery and Library's Response to Alternative Art and Education Event.
6. Al Coster from Baldessari and Coster LLP reviewed the Audit Report dated June 30, 2019 for the Board of Trustees.
7. Al Coster from Baldessari and Coster LLP left the Board Meeting at 7:20 pm.
8. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen Abstract No. 934 in the amount of \$2,660.75 was ratified.
9. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen Abstract No. 935 in the amount of \$146,108.59 was approved.
10. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen Abstract No. 936 in the amount of \$33,192.47 was approved.
11. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen Abstract No. 937 in the amount of \$331,169.97 was approved.
12. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen Abstract No. 938 in the amount of \$91,787.67 was approved.
13. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen Abstract No. 939 in the amount of \$20,639.70 was approved.
14. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen Abstract No. 940 in the amount of \$2,500.00 was approved.

Board of Trustee Meeting  
October 21, 2019

15. Upon a motion by Mrs. Cohen seconded by Mr. Griffith Payroll Warrant # 1434 dated 9/26/19 in the amount of \$137,592.96 was ratified.
16. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith Payroll Warrant # 1435 dated 10/10/19 in the amount of \$131,359.19 was ratified.
17. Upon a motion by Mr. Gordon, seconded by Mr. Griffith the Board of Trustees approved the Board Meeting dates for January 2020 – December 2020.
18. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen the Board of Trustees approved the Budget Vote and Trustee Election Calendar for 2020.
19. Upon a motion by Mr. Gordon, seconded by Mr. Griffith the Board of Trustees agreed to the recommendation to destroy all the ballots cast, spoiled and unused in the April 2, 2019 Annual Budget Vote and Trustee Election.
20. Upon a motion by Mr. Gordon, seconded by Mr. Griffith the Board of Trustees approved the recommendation to revise the Sexual Harassment Policy and Sexual Harassment Complaint Form.
21. Upon a motion by Mr. Griffith, seconded by Mr. Gordon the Board of Trustees approved the recommendation to hire A & L Blacktop to sealcoat the parking lot at Melville at cost not to exceed \$5,650.00.
22. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith the Board of Trustees agreed to table the hiring of John Tanzi Architects for Architectural & Engineering Services related to the Evaluation & Report Preparation for the Proposed Facility Upgrades at Melville
23. Upon a motion by Mr. Gordon, seconded by Mrs. Cohen the Board of Trustees approved the Audit for the Fiscal Year ended June 30, 2019.
24. Upon a motion by Mr. Gordon, seconded by Mr. Griffith the Board of Trustees approved to transfer \$285,000 from the Library Fund to the Capital Fund.
25. David Chen and Greg Sans from Calgi Construction arrive at 7:50 pm.
26. David Chen presented the Executive Summary Autumn 2019 to the Board of Trustees.
27. David Chen and Greg Sans left the meeting at 8:34 pm.
28. Helen Crosson, Library Director discusses her report to the Board of Trustees. The Board of Trustees agreed to go ahead with Café for the new building and to boycott the publisher Macmillan due to their decision to limit eBook's to libraries.

29. The Board of Trustees reviewed the Statistics Report for September 2019.
30. Upon a motion by Mr. Griffith and seconded by Mrs. Cohen the Board of Trustees approved the Personnel Report. (Mr. Gordon abstained)
31. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith the Board of Trustees entered executive session to discuss patron matter at 8:53 pm.
32. The Board of Trustees reconvened into open session at 9:14 pm.
33. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith the Board of Trustees adjourned the Board Meeting at 9:15 pm.

Respectfully submitted,

Patricia Lynch  
Clerk of the Board of Trustees

Wayne Griffith,  
Secretary