

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON OCTOBER 22, 2018 AT THE DIX HILLS BUILDING

1. The meeting was called to order by the President, Maxine Roeper Cohen, at 6:31 PM. Also, present were Board Members, Larry Bloomstein, Bruce Gordon and Jacob Goldman, Wayne Griffith was absent with prior notice.
2. Also, present were Helen Crosson, Library Director, Charlene Muhr, Assistant Library Director, Michele Peluso, Business Manager I, Patricia Lynch, Clerk of the Board of Trustees.
3. Arlene Lowenhar (Staff), Al Coster and Magdalena Michalik from Balderssari & Coster attended the Board Meeting as guests.
4. Al Coster from Baldessari & Coster presented his review of fiscal year 17/18 to the Board of Trustees.
5. David Chen from Calgi Construction arrived at 7:15 PM.
6. David Chen discussed with the Board of Trustees the Building Project Resolutions.
7. David Chen left the meeting at 8:25PM.
8. Upon a motion by Mr. Bloomstein, seconded by Mr. Gordon the minutes of the regular Board Meeting on September 24, 2018 were approved.
9. Upon a motion by Mr. Goldman and seconded by Mr. Gordon Abstract No. 860 in the amount of \$12,805.72 was ratified.
10. Upon a motion by Mr. Goldman seconded by Mr. Bloomstein, Abstract No. 861 in the amount of \$33,221.53 was approved.
11. Upon a motion by Mr. Goldman seconded by Mr. Bloomstein, Abstract No. 862 in the amount of \$46,760.08 was approved.
12. Upon a motion by Mr. Goldman seconded by Mr. Bloomstein, Abstract No. 863 in the amount of \$90,428.87 was approved.
13. Upon a motion by Mr. Goldman, seconded by Mr., Bloomstein Abstract No. 864 in the amount of \$91,021.29 was approved.

14. Upon a motion by Mr. Goldman seconded by Mr. Bloomstein Abstract No. 865 in the amount of \$23,440.23 was approved.
15. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein Abstract No. 866 in the amount of \$1,170.00 was approved.
16. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein the Payroll Warrant No. 1408 dated 09/27/2018 in the amount of \$136,899.29 was ratified.
17. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein the Payroll Warrant No. 1409 dated 10/11/2018 in the amount of \$136,266.42 was ratified.
18. Upon a motion Mr. Gordon, seconded by Mr. Goldman the Board of Trustees approved the Board Meeting Dates for January 2019 to December 2019.
19. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein the Board of Trustees approved the Proposed Budget Vote & Trustee Election Calendar for 2019.
20. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein the Board of Trustees approved the purchase of New Projection Equipment for Melville at a cost not to exceed \$5,500.00.
21. Upon a motion by Mr. Gordon, seconded by Mr. Bloomstein the Board of Trustees approved the Audit report for Fiscal year 2017/2018.
22. The Directors report was presented to the Board. The Board of Trustees agreed to open both Chestnut Hill and Melville on Sundays and Friday nights.
23. The Board discussed the statistical report and programs for September.
24. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein the Board approved the Personnel Report. (Mr. Gordon abstained)
25. Upon a motion by Mr. Goldman seconded by Mr. Bloomstein the Board of Trustees approved to hire American Interfile & Library Services for Moving Services including Move Away, Move Back and Off – Site Storage at a cost of \$173,870. Also, approved Option 1 – Removal and disposal of shelving and furniture that are left after the move out has been completed at a cost of \$18,380 and Option 2 – Removal and disposal of furniture and shelving that are left after the move out of the temporary library is completed at a cost of \$5,830.
26. Upon a motion by Mr. Bloomstein, seconded by Mr. Gordon the Board of Trustees approved to hire National Construction Rentals to install Temporary Construction Fence at 55 Vanderbilt Parkway, Dix Hills, NY a cost of \$10,661.40

27. Upon a motion by Mr. Bloomstein, seconded by Mr. Gordon the Board of Trustees approved to hire Island Automated Gate Co to supply and install barrier gate operator for Chestnut Hill Elementary School, Dix Hills, NY at a cost of \$8,329.00
28. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein the Board of Trustees approved to award contract to Commercial Building Maintenance Corp for post construction cleaning at Chestnut Hill Elementary School in the amount of \$6,870.00 (Mr. Goldman abstained)
29. Upon a motion by Mr. Goldman, seconded by Mr. Gordon the Board of Trustees agreed to hire Commercial Building Maintenance Corp. for cleaning services on a month to month basis beginning 10/31/2018. This contract is for one month continuance of cleaning and custodial services not including the Dix Hills Branch.
30. Upon a motion by Mr. Bloomstein, seconded by Mr. Gordon the Board of Trustees agreed to transfer \$440,000 from the Library Fund to the Capital Fund.
31. Upon a motion by Mr. Gordon, seconded by Mr. Bloomstein the Board of Trustees adjourned to executive session to discuss collective bargaining negotiations at 9:09 PM.
32. The Board of Trustees reconvened into open session at 9:32 PM.
33. Upon a motion by Mr. Goldman, seconded by Mr. Bloomstein the Board of Trustees meeting was adjourned at 9:32 PM.

Respectfully submitted,

Patricia Lynch
Clerk of the Board of Trustees

Jacob Goldman,
Secretary