

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
MIDDLE COUNTRY PUBLIC LIBRARY
April 18, 2018

The regular meeting of the Board of Trustees of the Middle Country Public Library was held on April 18, 2018 at the Library in Centereach.

Attendance was as follows:

Mr. John Hoctor	-	President
Mrs. Jacqueline Schott	-	Member
Mr. Edward McMullin	-	Member

Staff:

Mrs. Sophia Serlis-McPhillips	-	Director
Ms. Kathleen Deerr	-	Assistant Director
Mr. Ryan Gessner	-	Assistant Director
Mrs. Tracy LaStella	-	Assistant Director
Ms. MaryAnne Ellinger	-	Head of Business & Personnel
Mrs. Nancy Basile	-	Business Office Manager

CALL TO ORDER

The meeting was called to order at 6:33 p.m. by Mr. Hoctor.

APPROVAL OF MINUTES

A motion was made by Mr. McMullin, seconded by Mrs. Schott, to approve the minutes of the board meeting held on March 28, 2018.

Motion carried unanimously.

CORRESPONDENCE

(Attached)

April 11, 2018 - Letter from Sophia Serlis-McPhillips re: result of the canvas of the vote held on April 10, 2018.

REPORT OF THE DIRECTOR

Director updated the board on the status of the Selden Redesign Construction project.

STAFF DEVELOPMENT TRAINING – TIM MCHEFFEY

A motion was made by Mr. Hctor, seconded by Mrs. Schott, to accept the proposal from Tim McHeffey to provide a staff development training seminar for full time staff consisting of three sessions May 16, 23 and 30, 2018 at a cost of \$2,955.

Motion carried unanimously.

CONFERENCE AND TRAVEL

A motion was made by Mr. McMullin, seconded by Mrs. Schott, to approve travel expenses for the following employee:

FAMILY PLACE SITE VISITS - TEXAS

Kathleen Deerr for Family Place site visits to Harker Heights and Laredo libraries, in Harker Heights and Laredo, Texas, May 21st through May 25th, 2018 at a cost not to exceed \$4,000 to be funded by Family Place.

Motion carried unanimously.

FOUNDATION FUNDS ACCEPTANCE

A motion was made by Mr. McMullin, seconded by Mrs. Schott, to accept funds from the Middle Country Library Foundation for the following:

Pritchard Charitable Trust	
Family Place L.I.	\$41,660.00
John D Miller	
Miller Business Center	\$ 2,000.00

Motion carried unanimously.

APPROVAL OF PAYROLLS & WARRANTS

A motion was made by Mr. McMullin, seconded by Mrs. Schott, to approve the following:

payrolls:	
March 9, 2018	\$254,251.78
March 23, 2018	\$252,530.20

monthly warrant:

Warrant #10 dated April 6, & 18, 2018

\$531,934.52

Motion carried unanimously.

APPROVAL OF PERSONNEL REPORT

A motion was made by Mrs. Schott, seconded by Mr. Hctor, to approve the Report of Personnel Changes, dated March 31, 2018.

Motion carried unanimously.

ADJOURNMENT

A motion was made by Mrs. Schott, seconded by Mr. McMullin, to adjourn.

Motion carried unanimously.

Meeting adjourned at 7:00 p.m.