

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
MIDDLE COUNTRY PUBLIC LIBRARY
August 15, 2018

The regular meeting of the Board of Trustees of the Middle Country Public Library was held on August 15, 2018 at the Centereach building.

Attendance was as follows:

Mr. John Hoctor	-	President
Mrs. Jacqueline Schott	-	Member
Mr. Edward McMullin	-	Member
Mr. Ronald Harrington	-	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 6:32 p.m. by Mr. Hoctor.

APPROVAL OF MINUTES

A motion was made by Mr. McMullin seconded by Mr. Harrington, to approve the minutes of the board meeting held on July 18, 2018.

Motion carried unanimously.

EXECUTIVE SESSION

A motion was made by Mrs. Schott, seconded by Mr. Hoctor, that the Board move into executive session at 6:40 p.m. to discuss Section 75 proceedings.

Motion carried unanimously.

A motion was made by Mr. Hoctor, seconded by Mr. Harrington, that the Board conclude executive session at 7:10 p.m.

Motion carried unanimously.

CIVIL SERVICE SECTION 75 RESOLUTION

A resolution was offered by Mr. McMullin, and seconded by Mr. Harrington, that

WHEREAS, Director Sophia Serlis-McPhillips has presented to the board certain Charges and Specifications against a Computer Technician and

WHEREAS, the Board of Trustees desires to provide the employee with the due process protections provided for under section 75 of the N.Y. Civil Service Law to consider all matters pertaining to the preferred Charges and Specifications and any stigmatizing effects such Charges and Specifications may incur;

NOW, THEREFORE, IT IS HEREBY RESOLVED:

that the preferred Charges and Specifications attached to the Notice of Hearing are to be served upon the respondent employee; that he is to be suspended without pay for a period of 30 days from the date of service and during the course of the hearing procedures; and that the Hon. Douglas Spencer, Esq. is appointed as hearing officer to consider and make "Findings of Fact and Recommendations" to the Board subsequent to the completion of the hearing.

Motion carried unanimously.

REPORT OF THE DIRECTOR

The Director updated the Board on the progress of the Selden Construction Project and informed the Board that the Selden project is nearing completion. A walkthrough was conducted with the architect and construction management team.

The Director spoke with the Board about the change of attitude regarding library fines throughout the country and the decision of many libraries to dispense with fines for overdue materials.

CENTEREACH FURNITURE

A motion was made by Mrs. Schott, seconded by Mr. McMullin, to accept the quote from Telcar Group to provide 165 chairs for the Centereach Community room, NYS contract PC-66258, in the total amount of \$18,105.60.

Motion carried unanimously.

CENTEREACH TREE MAINTENANCE

A motion was made by Mr. McMullin, seconded by Mr. Harrington, to accept the proposal from Quintel Contracting Corporation for the removal of three trees and the pruning of the entire grounds for the Centereach property, Suffolk County Department of Public Works contract TTPW-010814, at a cost of \$12,481.

Motion carried unanimously.

CONFERENCE AND TRAVEL

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

NYLA ANNUAL CONFERENCE

Sara Fade to attend the NYLA Annual Conference in Rochester, N.Y., November 8th through November 10th, 2018 at a cost not to exceed \$1,400.

Motion carried unanimously.

APPROVAL OF PAYROLLS & WARRANTS

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

payrolls:

July 13, 2018	\$326,929.32
July 27, 2018	\$247,853.51

monthly warrant:

Warrant #1 dated July 27 2018	\$ 35,461.33
Warrant #2 dated August 10 &, 15, 2018	\$667,379.70

Motion carried unanimously.

APPROVAL OF PERSONNEL REPORT

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

Motion carried unanimously.

ADJOURNMENT

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

Meeting adjourned at 7:25 p.m.

Motion carried unanimously.